



City of Tigard

Tigard Business Meeting – Agenda

TIGARD CITY COUNCIL & LOCAL CONTRACT REVIEW BOARD Revised April 25, 2016.

Agenda has been reordered and a Bike Month proclamation added to the Consent Agenda.

MEETING DATE AND TIME: April 26, 2016 - 6:30 p.m. Study Session; 7:30 p.m. Business Meeting

MEETING LOCATION: City of Tigard - Town Hall - 13125 SW Hall Blvd., Tigard, OR 97223

PUBLIC NOTICE:

Anyone wishing to speak on an agenda item should sign on the appropriate sign-up sheet(s). If no sheet is available, ask to be recognized by the Mayor at the beginning of that agenda item. Citizen Communication items are asked to be two minutes or less. Longer matters can be set for a future Agenda by contacting either the Mayor or the City Manager.

Times noted are *estimated*; it is recommended that persons interested in testifying be present by 7:15 p.m. to sign in on the testimony sign-in sheet. *Business agenda items can be heard in any order after 7:30 p.m.*

Assistive Listening Devices are available for persons with impaired hearing and should be scheduled for Council meetings by noon on the Monday prior to the Council meeting. Please call 503-718-2419, (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

Upon request, the City will also endeavor to arrange for the following services:

- Qualified sign language interpreters for persons with speech or hearing impairments; and
- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting by calling: 503-718-2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

SEE ATTACHED AGENDA

VIEW LIVE VIDEO STREAMING ONLINE:

<http://live.tigard-or.gov>

CABLE VIEWERS: The regular City Council meeting is shown live on Channel 28 at 7:30 p.m. The meeting will be rebroadcast at the following times on Channel 28:

Thursday	6:00 p.m.	Sunday	11:00 a.m.
Friday	10:00 p.m.	Monday	6:00 a.m.



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6:30 PM

- STUDY SESSION

A. COUNCIL LIAISON REPORTS **6:30 p.m. estimated time**

B. RECEIVE BRIEFING ON CAPITAL IMPROVEMENT PLAN (CIP) PROJECTS **6:45 p.m. estimated time**

- EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

7:30 PM

1. BUSINESS MEETING

A. Call to Order

B. Roll Call

C. Pledge of Allegiance

D. Call to Council and Staff for Non-Agenda Items

2. CITIZEN COMMUNICATION (Two Minutes or Less, Please)

A. Follow-up to Previous Citizen Communication

B. Citizen Communication – Sign Up Sheet

3. CONSENT AGENDA: (Tigard City Council & Local Contract Review Board) These items are considered routine and may be enacted in one motion without separate discussion. Anyone may request that an item be removed by motion for discussion and separate action. Motion to:
 - A. PROCLAIM CONSTRUCTION INDUSTRY SAFETY WEEK
 - B. PROCLAIM MAY AS BIKE MONTH
 - C. LOCAL CONTRACT REVIEW BOARD: CONSIDER AWARD OF AUDIT SERVICES CONTRACT
 - D. LOCAL CONTRACT REVIEW BOARD: CONSIDER AWARD OF STORMWATER MASTER PLAN

• Consent Agenda - Items Removed for Separate Discussion: Any items requested to be removed from the Consent Agenda for separate discussion will be considered immediately after the Council/City Center Development Agency has voted on those items which do not need discussion.

4. CONSIDER RESOLUTIONS TO FORM TIGARD TRIANGLE URBAN RENEWAL CITIZEN ADVISORY COUNCIL (CAC) AND APPOINT MEMBERS **7:35 p.m. estimated time**
5. ANNUAL ARBOR DAY REPORT AND RECOGNITION OF THE CITY OF TIGARD'S ACTIVITIES AND ACCOMPLISHMENTS IN URBAN FORESTRY **7:45 p.m. estimated time**
6. BRIEFING ON WHOLESALE WATER CONTRACT EXTENSION MEMORANDUM OF UNDERSTANDING (MOU) WITH PORTLAND WATER BUREAU **8:00 p.m. estimated time**
7. NON AGENDA ITEMS
8. EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.
9. ADJOURNMENT **8:15 p.m. estimated time**

AIS-2507

B.

Business Meeting

Meeting Date: 04/26/2016

Length (in minutes): 15 Minutes

Agenda Title: Briefing on Capital Improvement Plan (CIP) Projects

Prepared For: Lori Faha **Submitted By:** Judy Lawhead,
Public Works

Item Type: Update, Discussion, Direct Staff **Meeting Type:** Council Business Mtg - Study Sess.

Public Hearing No

Newspaper Legal Ad Required?:

Public Hearing Publication

Date in Newspaper:

Information

ISSUE

The council will be briefed on Capital Improvement Plan (CIP) projects status for the third quarter of FY16.

STAFF RECOMMENDATION / ACTION REQUEST

No action is requested; the council is asked to listen to the briefing.

KEY FACTS AND INFORMATION SUMMARY

In order to keep the council informed on the status of current CIP projects, staff will provide regular project briefings. Several projects will be discussed at this meeting. The attached file will be shown as a PowerPoint presentation at the meeting, providing a status summary for CIP projects currently underway that are managed by Engineering. Copies of project status reports will be provided to the council in the Thursday, April 21, City Council Newsletter. .

OTHER ALTERNATIVES

Not applicable.

COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS

Not Applicable

DATES OF PREVIOUS CONSIDERATION

Staff provides the council with regular briefings on the status of CIP projects. The last briefing was on February 9, 2016.

Attachments

CIP 3rd Quarter update

Project Manager Worksheets

C I T Y O F T I G A R D

Respect and Care | Do the Right Thing | Get it Done



Capital Improvement Project Update

FY 2015-16

Third Quarter

Tigard City Council Meeting

April 26, 2016

Parks Projects

	<u>Budget</u>	<u>Schedule</u>
▶ Dirksen Nature Park		
▶ The Education Center (substantially complete)	●	●
▶ Oak Savanna Restoration	●	●
▶ Grant Application (Submitted to State Parks)	●	●
▶ Tigard Street Trail and Public Space (applied for grant)	●	●
▶ Fanno Creek Trail – RFFA Grant (still waiting on ODOT IGA)	●	●
▶ Fanno Creek Remeander (waiting on CWS IGA)	●	●
▶ Fanno Creek Trail @ Tiedeman (Metro IGA approved)	●	●
▶ <i>New:</i> Bull Mountain Park Trail (added 20k Q2)		



On Target



Minor Issues















Major Issues















Change in Budget or Schedule

Streets Projects







	<u>Budget</u>	<u>Schedule</u>
▶ Pavement Management Program (advertised for bids)		
▶ Walnut Street Improvements (add water line replacement)		
▶ Pacific Hwy / Gaarde / McDonald Intersection		
▶ Upper Boones Ferry / Durham Adaptive Signal ▶ (underway – finally!)		
▶ 95 th / North Dakota Sidewalk (CDBG) ▶ (nearly complete, CDBG approved additional \$30k)		
▶ Hunziker Core/Wall St (preliminary design underway)		




Water Projects

	<u>Budget</u>	<u>Schedule</u>
▶ Aquifer Storage and Recovery Well #2 Rehab ▶ (re-combine w/ ASR3, on hold)		
▶ 550 Zone Connection to Price Reservoir ▶ (on hold, Cach Reservoir moved up due to pace of River Terrace)		
▶ Red Rock Creek Waterline Relocation (design underway)		
▶ Cach Reservoir & Pump Station (started scoping)		

 On Target Minor Issues Major Issues Change in Budget or Schedule

Sanitary Sewer Projects







	<u>Budget</u>	<u>Schedule</u>
▶ Barrows / Scholls Ferry Sewer Line Extension (Phase 3) (nearly complete)		
▶ East Tigard Sewer Replacement (CWS IGA soon)		
▶ Walnut Sanitary Sewer (under construction)		





 On Target Minor Issues Major Issues Change in Budget or Schedule

Storm Projects

	<u>Budget</u>	<u>Schedule</u>
▶ Greenfield Drive WQF Reconstruction (design complete)	●	●
▶ Canterbury Lane Storm Line Upgrade (in design)	●	●
▶ Ridgefield Lane WQF Reconstruction (design complete)	●	●
▶ Outfall Retrofit Program (wait for Storm MP)	●	●
▶ Stormwater Master Plan (consultant selected)	●	●
▶ River Terrace Stormwater Implementation ▶ (amended Master Plan to council soon)	● C	●

Facilities Projects

	<u>Budget</u>	<u>Schedule</u>
▶ Permit Center / City Hall / Police Building Exterior Wall Repairs (really close to complete)		
▶ Citywide Facilities Plan (re-scoping after lack of RFP response)		
▶ Police Locker Room (concept plan only)		

 On Target Minor Issues Major Issues Change in Budget or Schedule

Other Projects

	<u>Budget</u>	<u>Schedule</u>
▶ Main Street Gateway Monuments (Complete)	●	●
▶ Public Works Yard Demolition (Complete)	●	●

C I T Y O F T I G A R D

Walnut Street Construction



C I T Y O F T I G A R D

Walnut Street Water Line: Needs Replacement



Wall Street: First Steps – Rail Line Removal



C I T Y O F T I G A R D

95th & North Dakota Sidewalks



CITY OF TIGARD

River Terrace – Bull Mountain



C I T Y O F T I G A R D

River Terrace Bull Mountain – Storm Facility



FACILITIES



Project Name:	Permit Center / City Hall / Police Building Wall Repairs	Project Manager:	Kim McMillan
Project Number:	91013	Actuals as of:	3/31/2016

Description

The Exterior Insulation Finishing System (EIFS) stucco had numerous points of water intrusion resulting in interior and exterior wall damage. The points of water intrusion have been fixed and the exterior finish will be repaired and painted. After the exterior is repaired and upgraded with new paint and trim, the landscaping around all buildings will be updated. Concrete work near building entrance will be done to bring ADA ramps into compliance.

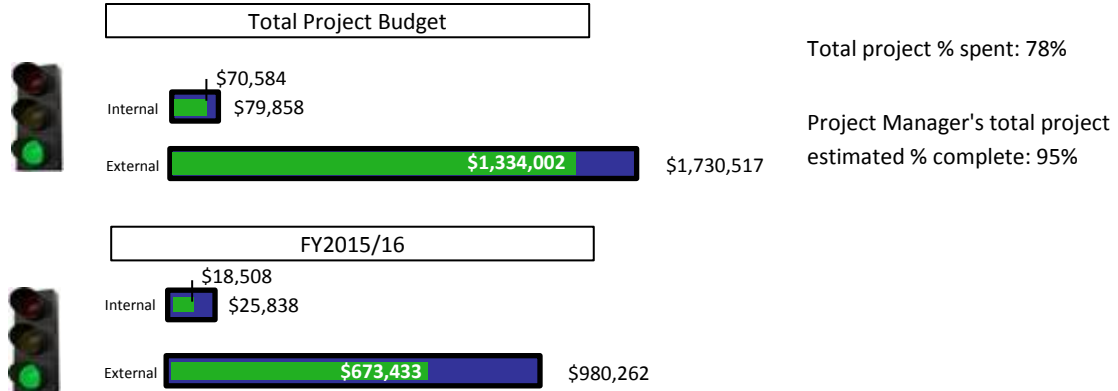
Scope Schedule Budget

● On Target
● On Target
● On Target

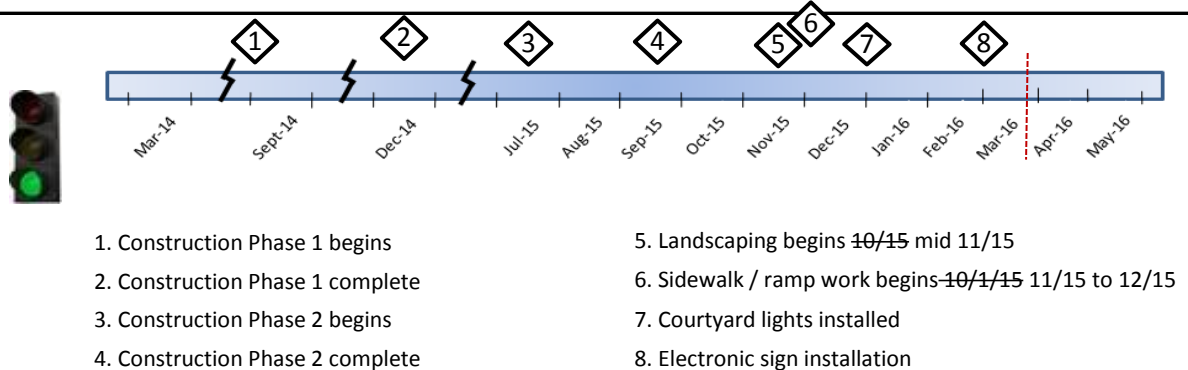
Contracts

* LRS Architects - Closed	* Northwest Playground - Closed
* Oh Planning & Design - Closed	* Carlson Testing - Closed
* Mears - 12/31/15 1/31/15 - Closed	* 7 Dees Landscaping - 6/30/16
* Applied Restoration - 6/30/16	* Concrete Cons. - 12/31/15 2/28/16
* G2 - Contract Managed in Risk	* Davey Tree Expert - PO - Closed
* Sound Exterior Ins. - Closed	

Project Budget



Project Schedule



Snapshot of Work and Schedule Progress

- * Landscaping at punch list
- * A programmable electronic monument sign will be installed as an upgrade to the existing sign at the entry driveway off Hall Boulevard. Sign is a special order item and will be delivered in May

LOOK AHEAD

Upcoming Work Items

- * Punch list items to be completed

Risks/Issues

- * ARI and Dryvit identified roof cap failures that led to surface bubbles. Initial repairs to bubbles have been made but it will not be completed until the city decides how to handle the repair or replacement of the cap

Changes


FACILITIES


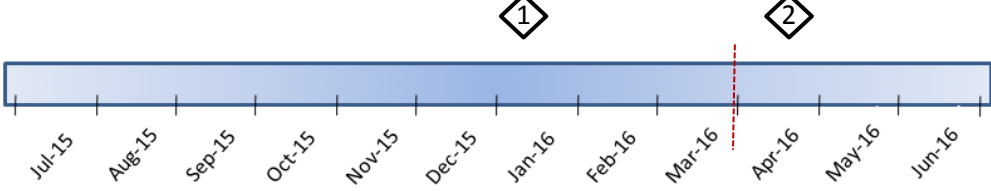


Project Name:	Police Locker Room - Concept Plan Only	Project Manager:	Kim McMillan
Project Number:	91014	Actuals as of:	3/31/2016

Description	This Concept Plan is being developed to expand the men's and women's locker rooms on the west side of the existing Police building. The extent of the addition will be determined during the first phase of the project but is anticipated to be up to 15 feet wide by 50 feet long (length of existing men's and women's locker rooms). Two interior accessed showers for all staff will be considered as part of the conceptual design as an add alternate component.
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Scope	● On Target	Contracts	* Mackenzie - 6/30/16
Schedule	● On Target		
Budget	● On Target		

Project Budget	 <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div> <p>FY2015/16 - Concept Plan Only</p> <p>Internal ■ \$2,489</p> <p>External ■ \$21,580</p> <p>■ \$4,000</p> <p>■ \$25,000</p> </div> <div> <p>Total project % spent: 96%</p> <p>Project Manager's total project estimated % complete: 75%</p> </div> </div>
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Project Schedule	 <div style="display: flex; align-items: center; justify-content: center;">  </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <p>1. Preliminary concept</p> <p>2. Concept Plan complete</p> </div>
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Snapshot of Work and Schedule Progress	<ul style="list-style-type: none"> * Preliminary estimates are high. The team evaluated the costs associated with the larger locker room, additional showers and toilets, sewer line replacement and additional number of lockers. It was determined that this, along with the robust bidding climate, has impacted the total cost
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LOOK AHEAD

Upcoming Work Items	<ul style="list-style-type: none"> * Provide input to Citywide Facilities Plan * Develop concept alternatives and select one to develop a budget range
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Risks/Issues	<ul style="list-style-type: none"> * Need to determine if design and construction should be budgeted starting FY2017 (this may be split over 2 fiscal years); preliminary budget estimates are higher than expected * There is a white paper being presented to the budget committee
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Changes	
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FACILITIES



Project Name:	Citywide Facilities Plan	Project Manager:	Kim McMillan
Project Number:	91020	Actuals as of:	3/31/2016

Description	The existing 20-year facilities plan (developed in 2008) is in need of updating or being replaced. A space and facilities strategic plan is needed to not only determine the best use of existing space but to also determine the best strategy for long-term needs. The space planning includes assessment of staff, Police, recreation and other community needs.
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Scope	● On Target	Contracts	* MWA Architects - 6/30/16
Schedule	● Minor Issue		
Budget	● On Target		

Project Budget

Total Project Budget FY2015/16

Internal

\$3,873

\$5,000

External

\$2,299

\$295,000

Total project % spent: 2%

Project Manager's total project estimated % complete: 0%

Project Schedule	<div style="text-align: center;"> <p>1. Issue RFP in January</p> </div>
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Snapshot of Work and Schedule Progress	<ul style="list-style-type: none"> * Schedule - final schedule is under development * A Request for Proposal (RFP) was prepared and issued * Proposals were due 1/27/16; only one was submitted and determined to be incomplete
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LOOK AHEAD

Upcoming Work Items	<ul style="list-style-type: none"> * Refine and re-issue request for consultant proposals * Consultant selection * Negotiate scope and fee * Establish new schedule, reflecting delay due to lack of consultant proposals
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Risks/Issues	<ul style="list-style-type: none"> * Project schedule and budget will need to carry into FY2017 * RFP issued, received one non-responsive proposal, staff is reassessing next steps
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Changes	
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PARKS



Project Name:	Dirksen Nature Park - Education Center	Project Manager:	Jeff Peck
Project Number:	92016-01	Actuals as of:	3/31/2016

Description	A portable classroom was renovated and improved to house nature education programs at Dirksen Nature Park. The project added hardscape and a LIDA water quality facility at the parking lot, a new porch, new doors, a new roof, deck and ADA accessible railing.
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Scope	● Minor Issue	Contracts	* Lee Contractors - 6/30/16
Schedule	● Minor Issue		* Morgan Holen - Closed
Budget	● Minor Issue		

Project Budget	<div style="text-align: center;"> <div style="border: 1px solid black; padding: 2px; display: inline-block;">Total Project Budget FY2015/16</div> </div> <div style="display: flex; align-items: center; margin-top: 10px;"> <div> <p>Internal ■ \$20,091</p> <p> ■ \$10,000</p> <p>External ■ \$106,586</p> <p> ■ \$139,852</p> </div> </div> <div style="text-align: right; margin-top: 10px;"> <p>Total project % spent: 85%</p> <p>Project Manager's total project estimated % complete: 99%</p> </div>
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Project Schedule	<div style="display: flex; align-items: center; margin-bottom: 10px;"> </div> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <p>1. Design complete</p> <p>2. Permitting</p> </div> <div style="text-align: center;"> <p>3. Substantial completion</p> </div> </div>
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Snapshot of Work and Schedule Progress	<ul style="list-style-type: none"> * Scope / Budget - eliminated pathway from Summer Creek Bridge to Fanno Creek Trail to keep project within budget * Schedule - project completed one year later than originally projected * Site work and building improvements complete
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LOOK AHEAD

Upcoming Work Items	<ul style="list-style-type: none"> * Complete LIDA facility and site landscaping * Complete guardrail installation * Grading and reseeding to occur south of the building by June 2016. Waiting for dry weather
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Risks/Issues	
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Changes	
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PARKS



Project Name:	Dirksen Nature Park - Oak Savanna Restoration	Project Manager:	Carla Staedter
Project Number:	92016-02	Actuals as of:	3/31/2016

Description

A nine acre area of Dirksen Nature Park houses some remnant Oregon white oak populations. This area is being restored back to a native oak savanna to be used for education and enjoyment by the public. The project will remove non-native trees, shrubs and grasses. Native grasses and wildflowers will be planted along with additional oak trees and a native shrub hedge around the savanna. A walking trail through the savanna will be lined on each side with rustic buck and pole fencing made from trees taken down as part of the restoration.

Scope

● On Target

Schedule

● On Target

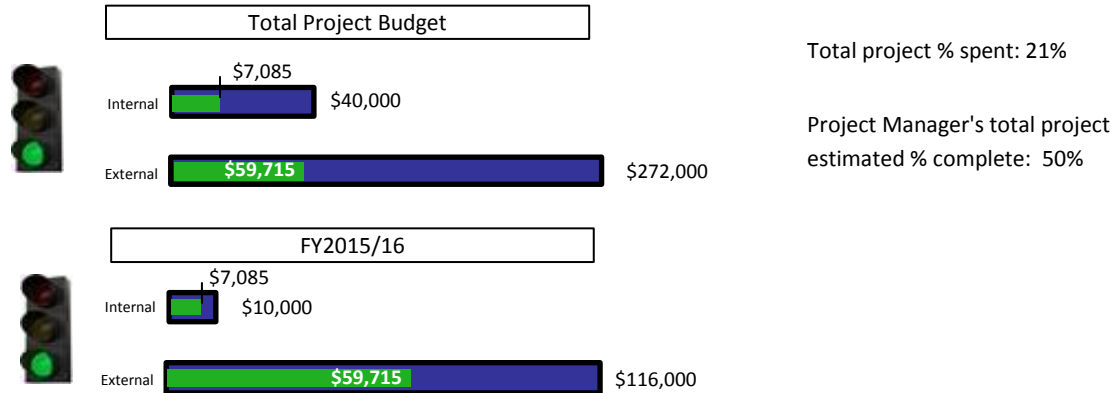
Budget

● On Target

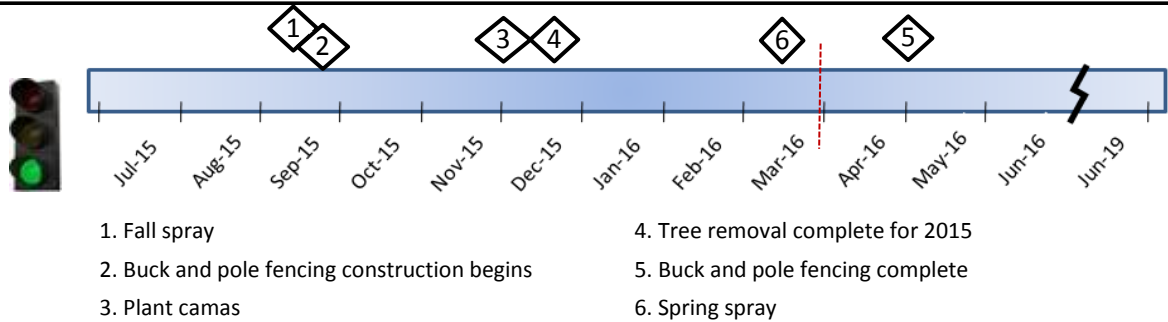
Contracts

* Ash Creek Forest Mgmt. - 6/30/19

Project Budget



Project Schedule



Snapshot of Work and Schedule Progress

- * Spring spraying completed
- * Shrub buffer planting for 2016 completed
- * Buck and pole fencing completed

LOOK AHEAD

Upcoming Work Items

- * Spraying to respond to any re-sprouting of non-native plants

Risks/Issues

Changes

PARKS



Project Name:	Tigard Street Trail	Project Manager:	Lori Faha (Interim)
Project Number:	92034	Actuals as of:	3/31/2016

Description

The city has signed a lease for the use of the inactive railroad corridor from Tiedeman Avenue to Main Street. FY15/16 includes internal budget only to continue the search for grant opportunities. If the city receives a grant, this project will create a bike/ped path and amenities including fencing, lighting, landscaping and art features. This project is related to LQC 98009 which used porous paving material to create a pathway in advance of the full project.

Scope

● On Target

Schedule

● Major Issue

Budget

● On Target

Contracts

* Walker Macy - Closed

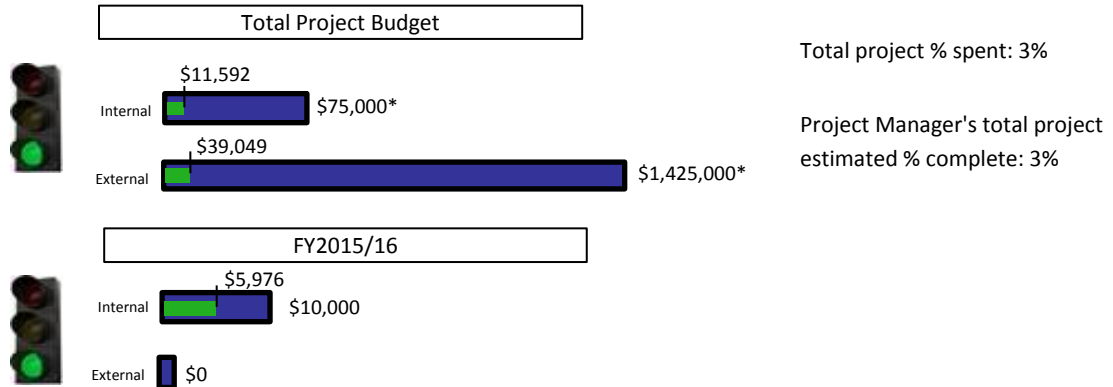
* Does not include extra design work

* CES|NW - Closed

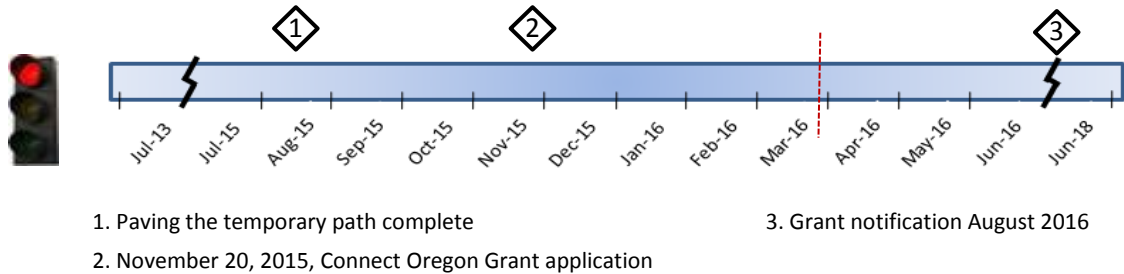
by CD

* AMEC - Closed

Project Budget



Project Schedule



Snapshot of Work and Schedule Progress

- * Schedule - project is on hold, apart from grant application effort, until grant funding can be acquired
- * Applied for 2015 Connect Oregon Grant. Partial matching funds committed from Washington County
- * Preliminary concept design was completed in prior years

LOOK AHEAD

Upcoming Work Items

- * Await word on grant application

Risks/Issues

Changes

PARKS



Project Name:	Fanno Creek Trail Connection (RFFA)	Project Manager:	Mike McCarthy
Project Number:	92046	Actuals as of:	3/31/2016

Description

This project constructs four segments of the Fanno Creek Trail. Segment 1 - Grant Avenue to Woodard Park, Segment 2 - Ash Avenue to Hall Boulevard, Segment 3 - City Library to Bonita Road, Segment 4 - 85th Avenue (south of Durham Road) to the Tualatin River. There is a separate CIP (#92013 - The Fanno Creek Remeander) which will realign the trail from Main Street to Ash Avenue. The Regional Flexible Funds Grant is federal dollars.

Scope

● On Target

Schedule

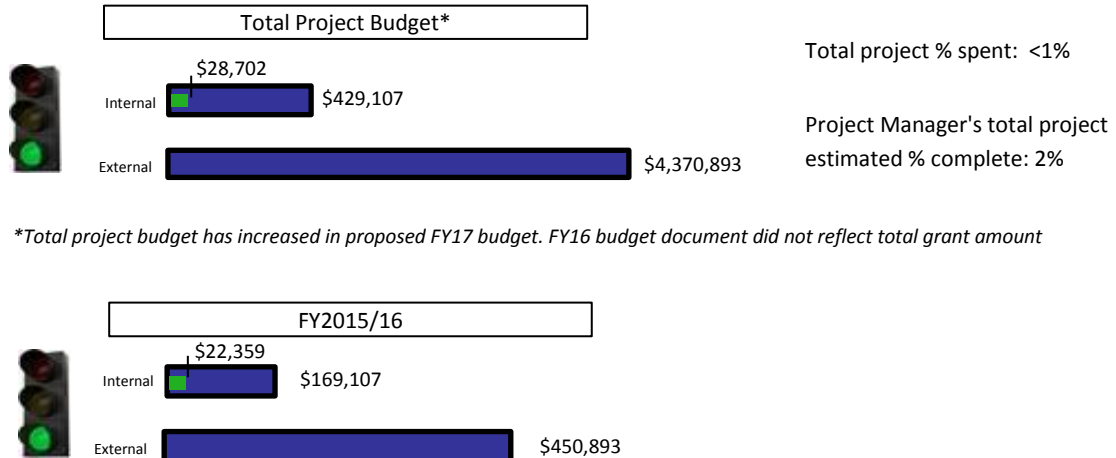
● Minor Issue

Budget

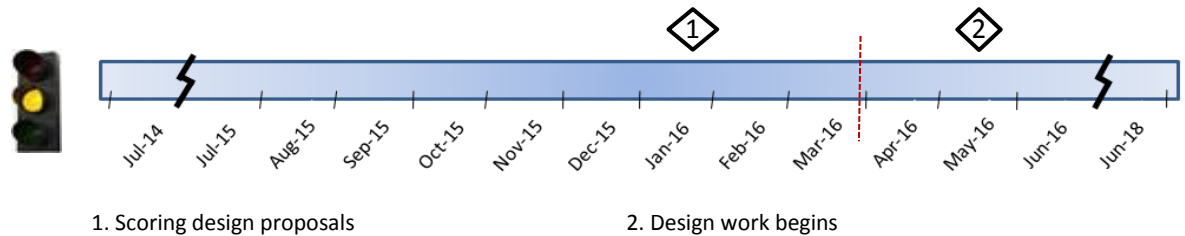
● On Target

Contracts

Project Budget



Project Schedule



Snapshot of Work and Schedule Progress

- * Schedule - ODOT procurement process and IGA process have impacted schedule
- * ODOT preliminary review process
- * Intergovernmental agreement development
- * Reviewed and scored consultant proposals; selected consultant team

LOOK AHEAD

Upcoming Work Items

- * IGA with ODOT
- * Scoping consultant contract
- * Brushing contract to remove invasive vegetation in advance of site surveying work

Risks/Issues

- * Design and construction contracts will be run through ODOT

Changes

PARKS



Project Name:	Tiedeman Crossing / Fanno Creek Trail	Project Manager:	Carla Staedter
Project Number:	92051	Actuals as of:	3/31/2016

Description

With the Open Spaces Bond Measure, Metro will fund the design and construction of the Tiedeman Connection gap in the Fanno Creek Trail. The project will realign the trail near Tiedeman Avenue to address safety issues. Construction will include a new pedestrian bridge over Fanno Creek.

Scope

● On Target

Schedule

● On Target

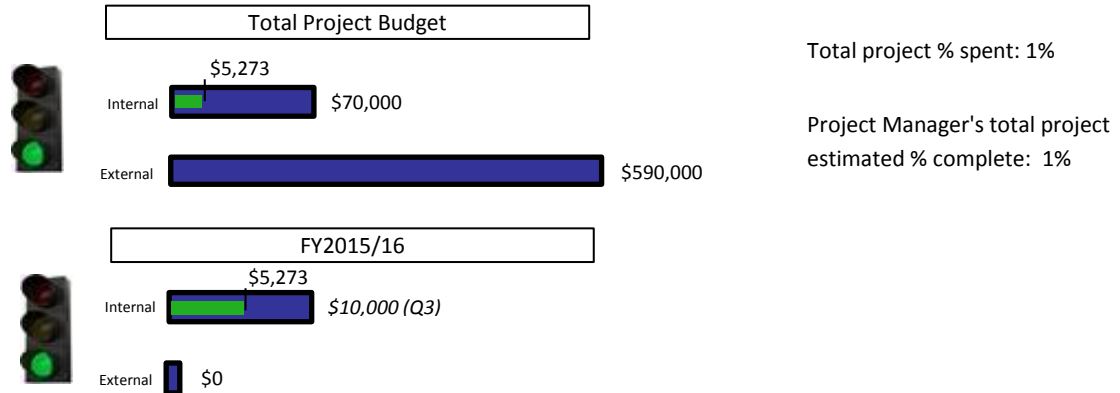
Budget

● On Target

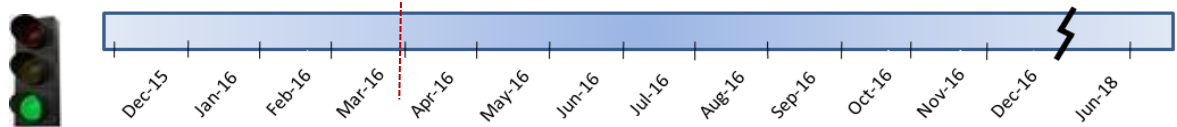
Contracts

* IGA - Metro

Project Budget



Project Schedule



**Being reviewed as part of Charter, anticipate project completion by June 30, 2018*

Snapshot of Work and Schedule Progress

- * IGA with Metro is complete
- * Charter is in review and moving through the process
- * Scope of Service in process

LOOK AHEAD

Upcoming Work Items

- * Issue request for consultant proposals for trail / bridge design (or direct appoint if appropriate)
- * Complete and issue consultant contracts

Risks/Issues

Changes

PARKS



Project Name:	Bull Mountain Park Trail	Project Manager:	Jeff Peck
Project Number:	92052	Actuals as of:	3/31/2016

Description

Design and construct a paved ADA accessible trail through Bull Mountain Park from Woodshire Lane to Alpine Crest Way. Coordinate trail with improvements planned by Friends of Bull Mountain Park and provide reviews and assistance. This project serves as a match for the Friends of Bull Mountain Park Nature in Neighborhood's grant from Metro.

Scope

● On Target

Schedule

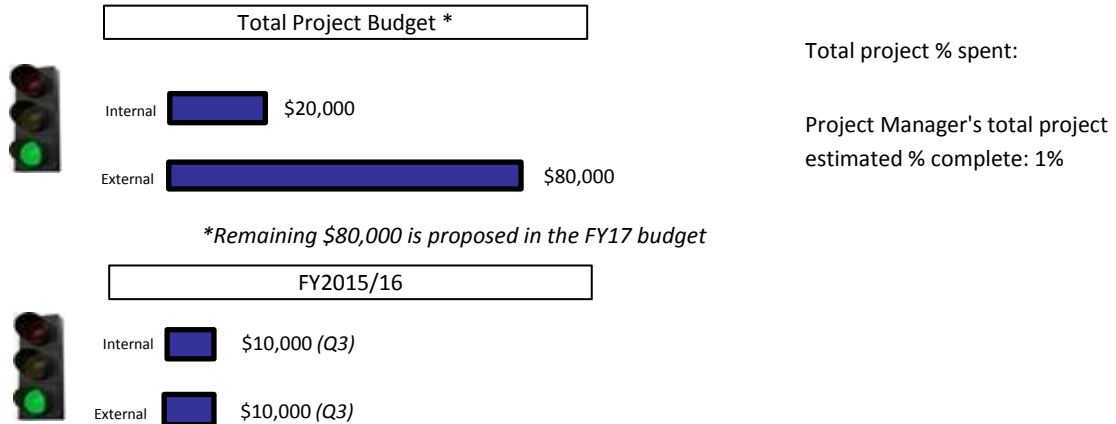
● On Target

Budget

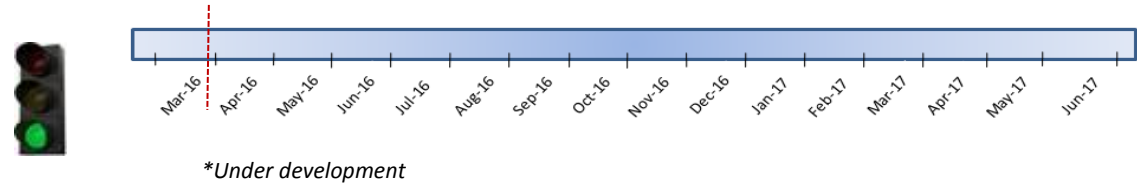
● On Target

Contracts

Project Budget



Project Schedule



Snapshot of Work and Schedule Progress

- * Preliminary construction plan set submitted to city and Friends of Bull Mountain on April 1, 2016

LOOK AHEAD

Upcoming Work Items

- * Provide comments to preliminary construction documents from Friends of Bull Mountain Park consultant
- * Public Works to determine need for ADA access from Woodshire Lane and discuss next steps of involvement
- * Contract with Friends of Bull Mountain Park consultant to provide trail design services
- * Complete project scoping and schedule development

Risks/Issues

Changes

SANITARY SEWER



Project Name:	East Tigard Sewer Replacement	Project Manager:	Jeff Peck
Project Number:	93013	Actuals as of:	3/31/2016

Description

This project is in the Sanitary Sewer Master Plan and involves increasing the capacity of an existing sanitary sewer line (serving the area north of Hunziker Street) to prevent overflows and to improve the access for routine maintenance. It will also provide sanitary sewer service for a portion of the undeveloped adjacent parcel (the Fields property). Clean Water Services (CWS) is funding the majority of this project.

Scope

● On Target

Schedule

● On Target

Budget

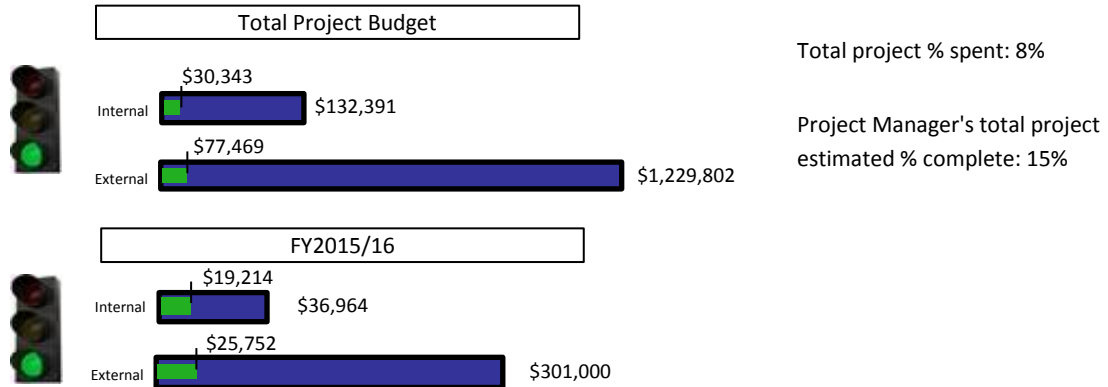
● On Target

Contracts

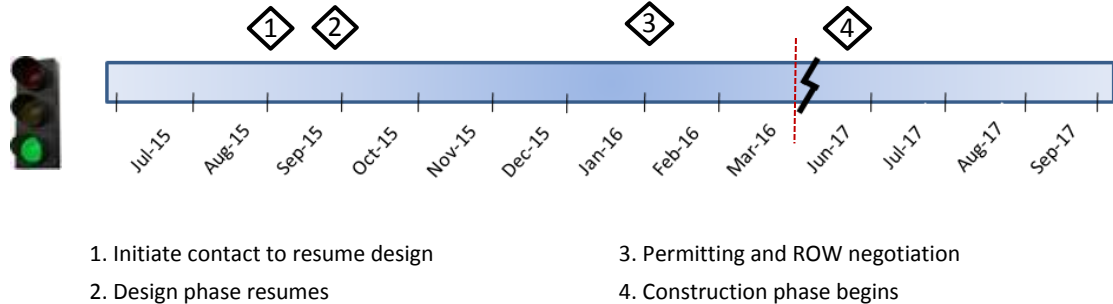
* CES|NW (due-diligence) - Closed

* CES|NW - 6/30/15 12/31/16

Project Budget



Project Schedule



Snapshot of Work and Schedule Progress

- * Design focused on new sewer laterals for existing properties
- * Right of way/easement discussions in progress

LOOK AHEAD

Upcoming Work Items

- * Coordinate improvements with Hunziker Industrial Core development
- * Complete IGA with CWS
- * Continue right of way/easement negotiations

Risks/Issues

Changes

- * Additional utility locates required. This resulted in an increase to consultant contract; no impact to overall project budget anticipated

SANITARY SEWER



Project Name:	Barrows Road / Scholls Ferry Road Sewer Line Ext. (Phase 3)	Project Manager:	Jeff Peck
Project Number:	93036	Actuals as of:	3/31/2016

Description	Install 1,600 lineal feet of 24" sewer main to accommodate anticipated future development at River Terrace. The project will be managed by Clean Water Services.
-------------	--

Scope	On Target	IGA	* IGA with City of Beaverton & CWS
Schedule	On Target		
Budget	On Target		

Project Budget	<div> <div>Total Project Budget FY2015/16</div> <div> </div> <div> <p>Internal: \$6,569</p> <p>External: \$210</p> <p>\$4,908</p> <p>\$84,092</p> </div> </div> <p>Total project % spent: 8%</p> <p>Project Manager's total project estimated % complete: 99%</p> <p><i>*City share of cost to be paid at the end of construction</i></p>
----------------	---

Project Schedule	<div> </div> <div> </div> <div> <p>1. IGA signatures being acquired</p> <p>2. Bid opening</p> <p>3. Construction begins</p> <p>4. Construction complete</p> </div>
------------------	--

Snapshot of Work and Schedule Progress	* Improvements completed
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LOOK AHEAD

Upcoming Work Items	<ul style="list-style-type: none"> * Final project walk thru Thursday, April 21st * Clean Water Services is processing city participation invoice for completed work
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Risks/Issues	
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Changes	
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SANITARY SEWER



Project Name:	Walnut Street Sanitary Sewer	Project Manager:	Mike McCarthy
Project Number:	93054	Actuals as of:	3/31/2016

Description

Construction of sanitary sewer service to approximately 20 homes along Walnut Street and 112th Avenue. This project is connected to 95023 Walnut Street Improvements.

Note: Washington County is the overall project managing agency

Scope

● On Target

Schedule

● On Target

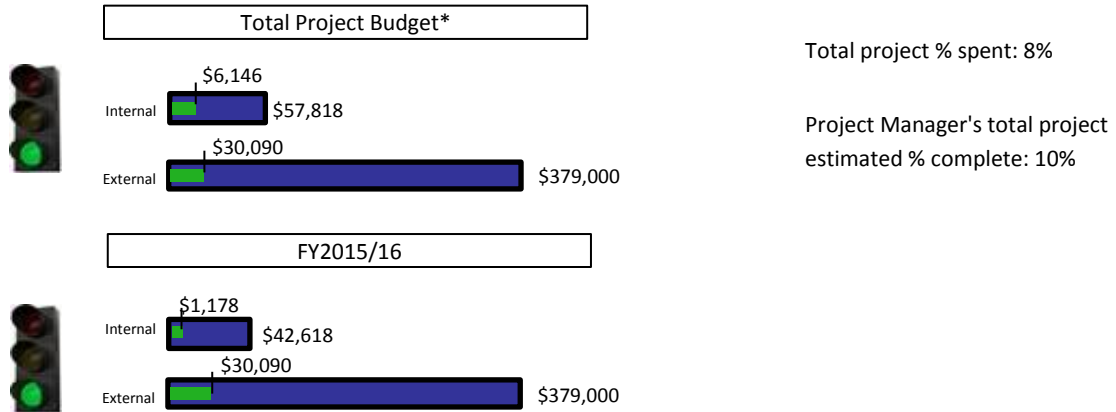
Budget

● On Target

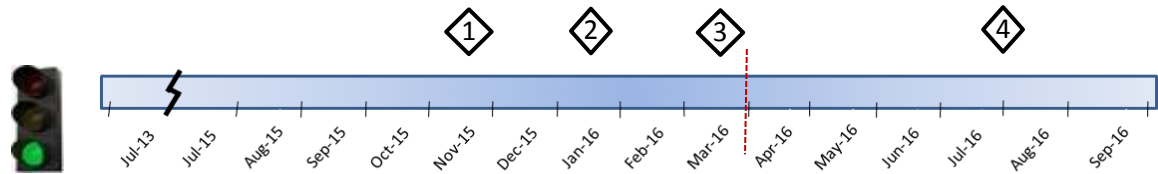
IGA

* Washington County - 3/31/18

Project Budget



Project Schedule



*Schedule shown is adjusted to match with the Walnut Street road project

1. Send out for bid
2. Tree removal started
3. Construction begins
4. 3-week road closure in July/August 2016

Snapshot of Work and Schedule Progress

- * Plans and specifications completed
- * Rotschy, Inc. is the contractor

LOOK AHEAD

Upcoming Work Items

- * Main construction work started
- * Completion in Spring 2017

Risks/Issues

- * Three-week Walnut Street closure in July/August 2016

Changes

- * Current CIP shows project completion and all funds spent in FY16. This has been adjusted to match sewer construction schedule with road construction schedule - with completion in FY17

STORMWATER



Project Name:	Storm Facility Reconstruction (Greenfield near Pine View)	Project Manager:	Andy Newbury
Project Number:	94025	Actuals as of:	3/31/2016

Description

The project involves the reconstruction/retrofit of an existing stormwater quality facility that has failed.

Scope

● On Target

Schedule

● On Target

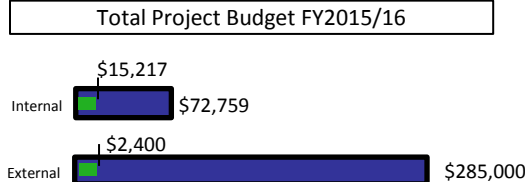
Budget

● On Target

Contracts

* Andy Paris - closed

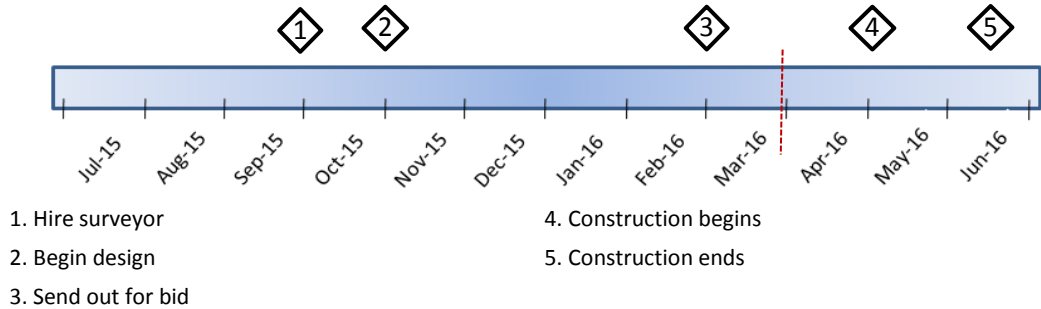
Project Budget



Total project % spent: 5%

Project Manager's total project estimated % complete: 6%

Project Schedule



Snapshot of Work and Schedule Progress

- * Revised plans based on 90% plan review comments
- * Prepared bid documents

LOOK AHEAD

Upcoming Work Items

- * Send out bid documents for construction quotes
- * Review quotes

Risks/Issues

Changes

- * Construction may get delayed depending on weather
- * If quotes received are higher than \$100,000, a formal request for bid will be needed and project will run into FY17

STORMWATER



Project Name:	Canterbury Lane Storm Line Upgrade (106th to Pac. Hwy.)	Project Manager:	Andy Newbury
Project Number:	94033	Actuals as of:	3/31/2016

Description

This project will provide a storm drainage system with structure and access for proper maintenance. The current system does not allow access, which could result in a failure due to unknown structural issues that could cause damage to downstream properties.

Scope

● On Target

Schedule

● Minor Issue

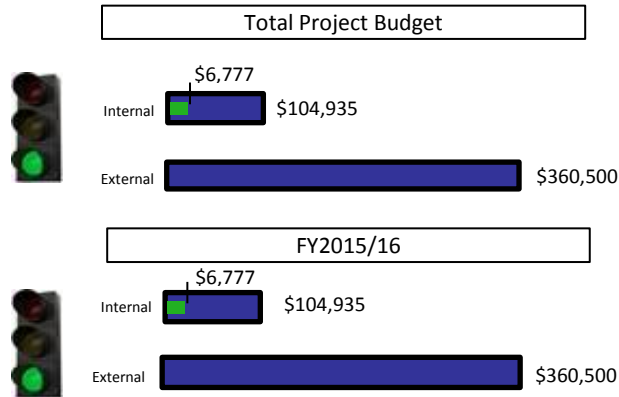
Budget

● On Target

Contracts

* PACE Engineers - 12/31/16

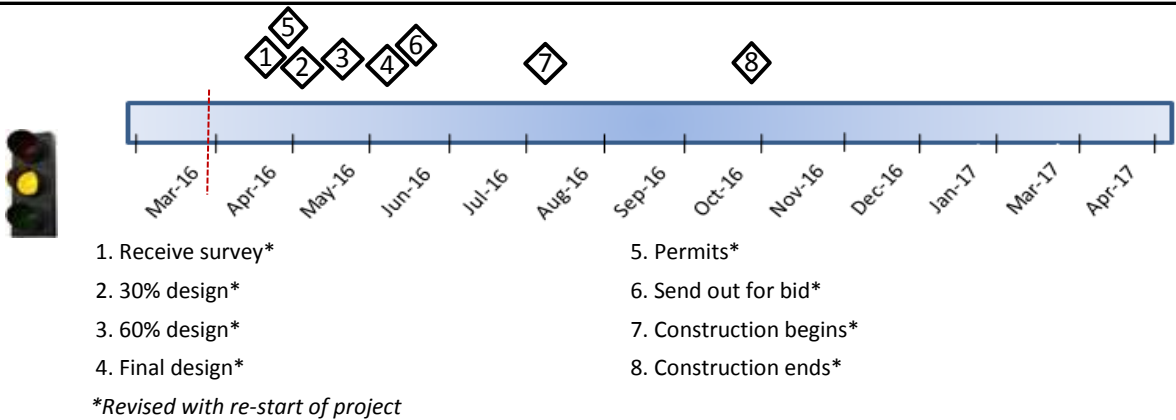
Project Budget



Total project % spent: 1%

Project Manager's total project estimated % complete: 1%

Project Schedule



Snapshot of Work and Schedule Progress

- * Schedule - current project schedule will have construction work completed in FY17. Project was originally scheduled for all work to be completed in FY16. Project work was temporarily halted in early FY16 due to division work load from new project causing the delay
- * Issued contract to PACE Engineers to begin design work
- * Update project schedule

LOOK AHEAD

Upcoming Work Items

- * Begin survey work

Risks/Issues

Changes

STORMWATER



Project Name:	Ridgefield Lane Water Quality Facility Repair/Stabilization	Project Manager:	Andy Newbury
Project Number:	94034	Actuals as of:	3/31/2016

Description

The project will repair the facility with installation of an energy dissipator and corrective action to the swale (planting/river rock) to restore the water quality function. The project will also reconstruct a small portion of retaining wall that is failing.

Scope

● On Target

Schedule

● On Target

Budget

● On Target

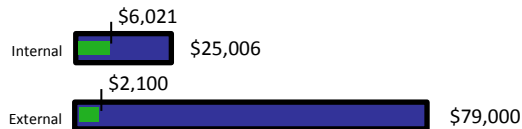
Contracts

* Andy Paris - Closed

Project Budget



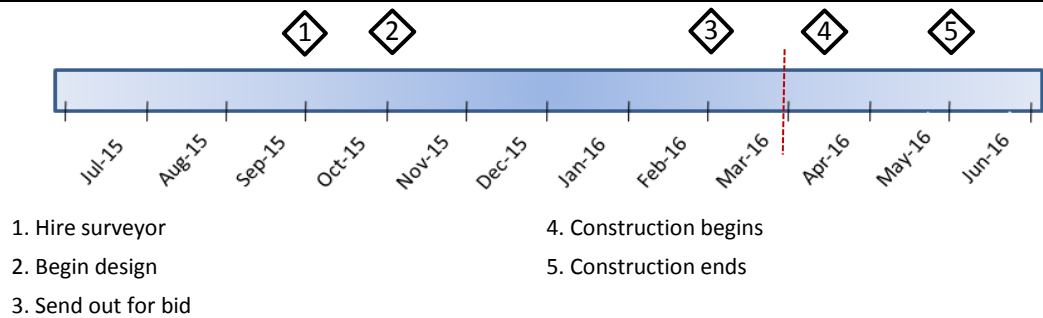
Total Project Budget FY2015/16



Total project % spent: 8%

Project Manager's total project estimated % complete: 10%

Project Schedule



Snapshot of Work and Schedule Progress

- * Revised plans based on 90% plan review comments
- * Public works operations staff will have capacity to repair facility internally

LOOK AHEAD

Upcoming Work Items

- * City crews to commence construction once weather conditions are favorable

Risks/Issues

Changes

- * Project will not be sent out for bid since work will be completed by Public Works operations staff
- * Construction may get delayed depending on weather

STORMWATER



Project Name:	River Terrace Stormwater Implementation	Project Manager:	Lori Faha
Project Number:	94035	Actuals as of:	3/31/2016

Description	City Council adopted the River Terrace Stormwater Master Plan (CIP #94030). This project (CIP #94035) is the extra effort required to implement the Stormwater Master Plan, including development of stormwater design standards, testing of the stormwater facility sizing tool, regional facility life cycle cost analysis and analysis of flow conveyance alternatives for the southern areas of River Terrace.
-------------	--

Scope	On Target	Contracts	* OTAK - 6/30/15 12/31/15 6/30/16
Schedule	On Target		
Budget	Minor Issue		

Project Budget	Total Project Budget		Total project % spent: 113%
		\$23,889 Internal \$19,556 External \$163,385 \$154,444 \$164,444 (Q1)	Project Manager's total project estimated % complete: 99%
	FY2015/16		
		Internal \$6,340 \$0 \$5,000 (Q1) External \$58,507 \$0 \$57,000 (Q1)	

Project Schedule		<p>A horizontal timeline bar from July 2015 to July 2016. Milestones 1, 2, and 3 are marked with diamond icons. A lightning bolt is between Sep-15 and Jan-16. A dashed red line is between Mar-16 and Apr-16.</p>
		<div><div>1. New stormwater standards</div><div>2. South River Terrace (SRT) stormwater recommendations draft</div><div>3. Complete updated SRT Stormwater Master Plan</div></div>

Snapshot of Work and Schedule Progress	<ul style="list-style-type: none"> * Budget - additional internal staff time budget is needed to complete the plan finalization and adoption process * Schedule slippage required to address cost and policy implications of high flow bypass alternatives for Strategy Area C * Held internal staff summit to agree on recommended approach for Strategy Area C (South River Terrace) due to high cost of any city-built bypass system * Presented recommended approach for Strategy Area C at CPO4K Meeting
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LOOK AHEAD

Upcoming Work Items	<ul style="list-style-type: none"> * Finalize Master Plan * Request city council adopt amended River Terrace Stormwater Master Plan
Risks/Issues	<ul style="list-style-type: none"> * Possible scope increase may be needed to evaluate additional alternatives as cost estimates are very high for the two options analyzed for South River Terrace
Changes	<ul style="list-style-type: none"> * Q1 is reflected in budget (additional budget is for incorporation of updated information and maps into master plan report) * Contract duration extended to allow for final editing and discussions about funding needs

STORMWATER



Project Name:	Stormwater Master Plan	Project Manager:	Lori Faha
Project Number:	94037	Actuals as of:	3/31/2016

Description

Tigard's Stormwater Master Plan has not been updated in over 30 years. The environmental regulations regarding the management of stormwater infrastructure have changed dramatically, Tigard's stormwater infrastructure is aging and many stream systems in the city are experiencing erosion issues with risk of infrastructure and property damage. This Master Plan will describe projects and programs that will address the regulatory requirements and will also identify and prioritize projects to address needs for the existing stormwater system.

Scope

● On Target

Schedule

● On Target

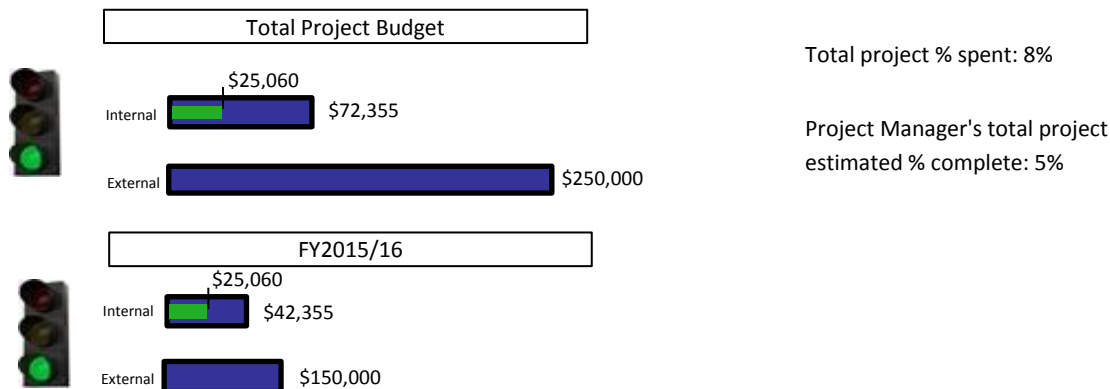
Budget

● On Target

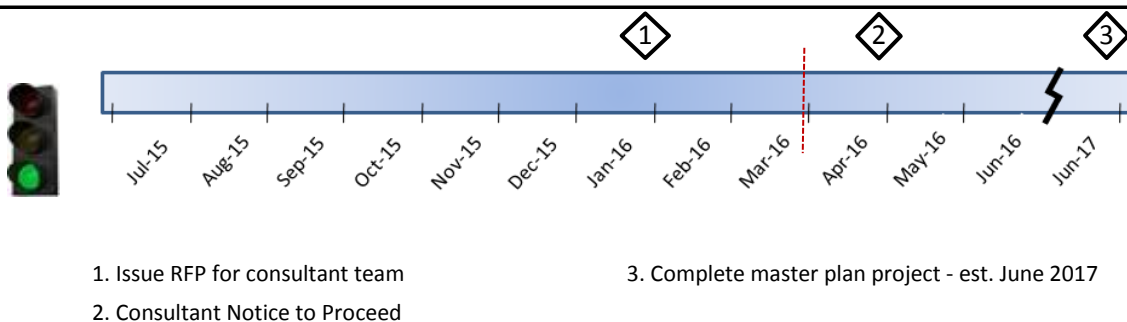
Contracts

* OTAK Inc - 6/30/16

Project Budget



Project Schedule



Snapshot of Work and Schedule Progress

- * Issued request for consultant proposals; received 4 proposals; consultant selected
- * Charter completed
- * Issued small contract for aerial photography in advance of full master plan

LOOK AHEAD

Upcoming Work Items

- * Consultant contracting and notice to proceed
- * Prepare initial website information
- * Prepare communications plan
- * Establish stormwater planning committee of stakeholders

Risks/Issues

Changes

STREETS



Project Name:	Pavement Management Program (PMP)	Project Manager:	Mike McCarthy
Project Number:	95001	Actuals as of:	3/31/2016

Description

The Pavement Management Program, funded by the Street Maintenance Fee, provides for the preservation or replacement of the pavement by overlays, crack sealing or slurry sealing. A pavement condition review is used to determine future project needs. Fiscal Year 2015/16 includes overlay and crack sealing.

Scope

On Target

Schedule

On Target

Budget

On Target

Contracts

* MSA - 12/31/16

* S-2 - Closed

* Jamar Technologies - PO

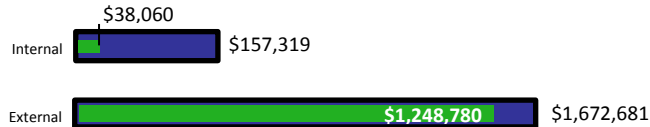
* Capitol Asset - Closed

* C.R. Contracting - Closed

Project Budget



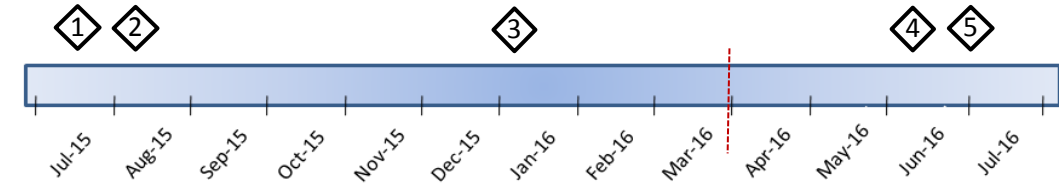
Total Project Budget FY2015/16



Total project % spent: 70%

Project Manager's total project estimated % complete: 80%

Project Schedule



1. Pavement overlay construction

4. Curb ramp retrofits begin

2. Pavement crack sealing

5. 2016 paving begins

3. Design begins for summer 2016

Snapshot of Work and Schedule Progress

- * Summer of 2015 pavement overlay and crack seal projects complete
- * Completed design of Summer 2016 overlays
- * 2016 overlays out to bid 4/7/16

LOOK AHEAD

Upcoming Work Items

- * Barrows Road paving in spring
- * Bid opening 4/21/16
- * Start ramps in June
- * Major paving in July/August

Risks/Issues

Changes

STREETS



Project Name: Walnut Street Improvements

Project Manager: Mike McCarthy

Project Number: 95023

Actuals as of: 3/31/2016

Description

The project will reconstruct and widen the roadway section from 116th Avenue to Tiedeman Avenue. Road improvements include through lanes, a center turn lane, sidewalks and bike lanes, a new water line and a traffic control signal that will be installed at 135th Avenue. A new culvert with adequate capacity will be constructed. Utilities will be relocated underground. This is a \$7M Washington County Street Project. The City of Tigard expenses are for staff time and utility work only. This project is tied to CIP 93054 Walnut Street Sanitary Sewer Project.

Scope

Minor Issue

Schedule

On Target

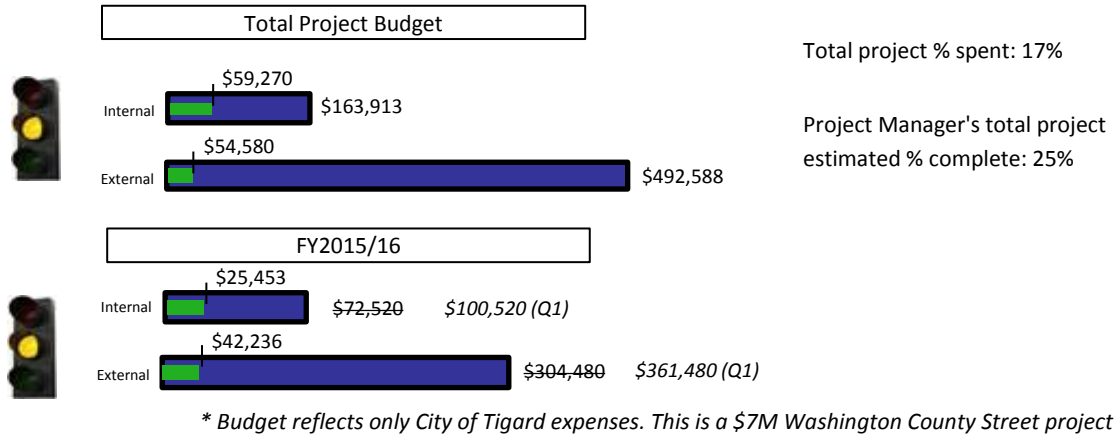
Budget

Minor Issue

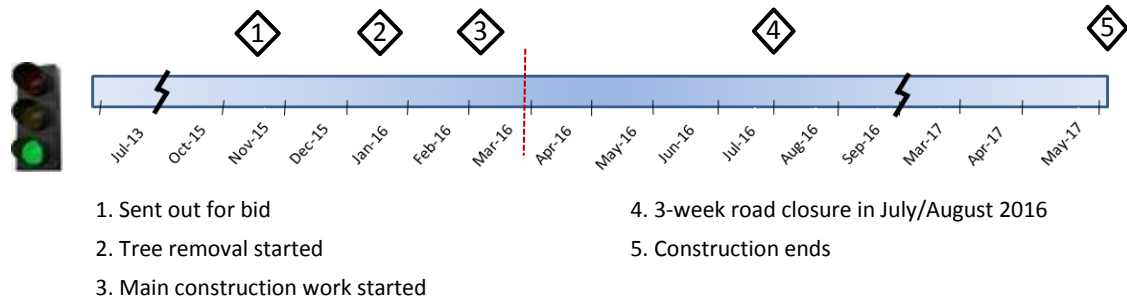
IGA

* Washington County - 3/31/18

Project Budget



Project Schedule



Snapshot of Work and Schedule Progress

- * Scope / Budget - design and construction of approximately 2500 lf of new water line is required
- * Rotschy, Inc. is the contractor
- * Tree removal complete

LOOK AHEAD

Upcoming Work Items

- * Main construction work started in March 2016
- * Completion in spring 2017
- * Reallocate city's water fund for water line replacement
- * County consultant to design new water line and connection
- * Determine costs of upcoming water line items

Risks/Issues

- * Three-week road closure planned in July/August 2016 - tentatively scheduled for July 25 to August 15
- * After contractor began utility work, it was discovered that the existing water line needs replacement (approximately 2500 lf). This will be at city cost. Some delay is possible

Changes

- * Q1 is reflected in budget

STREETS



Project Name:	Pacific Highway / Gaarde / McDonald Improvements	Project Manager:	Mike McCarthy
Project Number:	95033	Actuals as of:	3/31/2016

Description

The project includes new paving, storm drainage, through lanes and left-turn lanes at selected approaches to the intersection. In addition, new traffic control signals, sidewalks, bike lanes, street trees and landscape islands are included. The project is being managed by ODOT, with Tigard and Washington County as partners.

Scope

On Target

Schedule

On Target

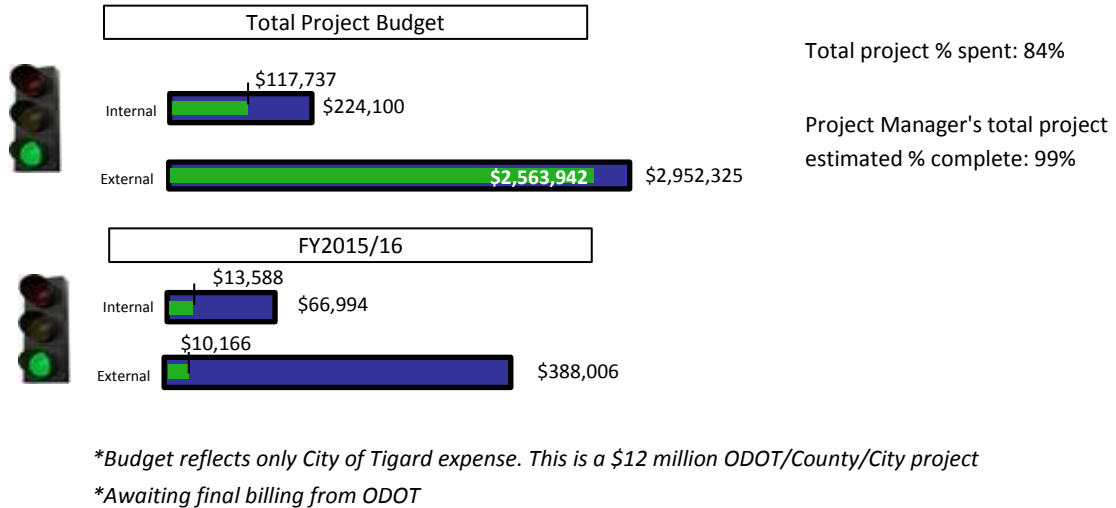
Budget

On Target

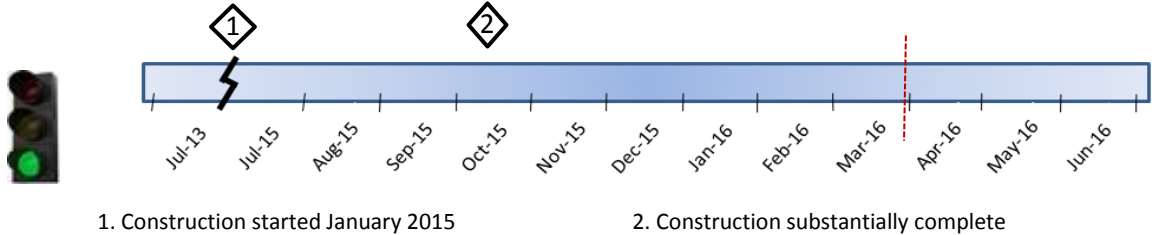
IGA

* ODOT

Project Budget



Project Schedule



Snapshot of Work and Schedule Progress

- * Construction substantially complete October 5, 2015
- * Punch list complete March 2016

LOOK AHEAD

Upcoming Work Items

- * Awaiting final billing from ODOT, anticipated within project budget

Risks/Issues

- * Large ODOT project; city responsible for overruns

Changes

STREETS



Project Name:	Upper Boones Ferry / Durham Adaptive Signals	Project Manager:	Mike McCarthy
Project Number:	95041	Actuals as of:	3/31/2016

Description

This project will install traffic signal coordination from Durham Road to Pacific Highway including 13 traffic signals and two rail crossings. Traffic users consist of residential, school, city park, office and retail.

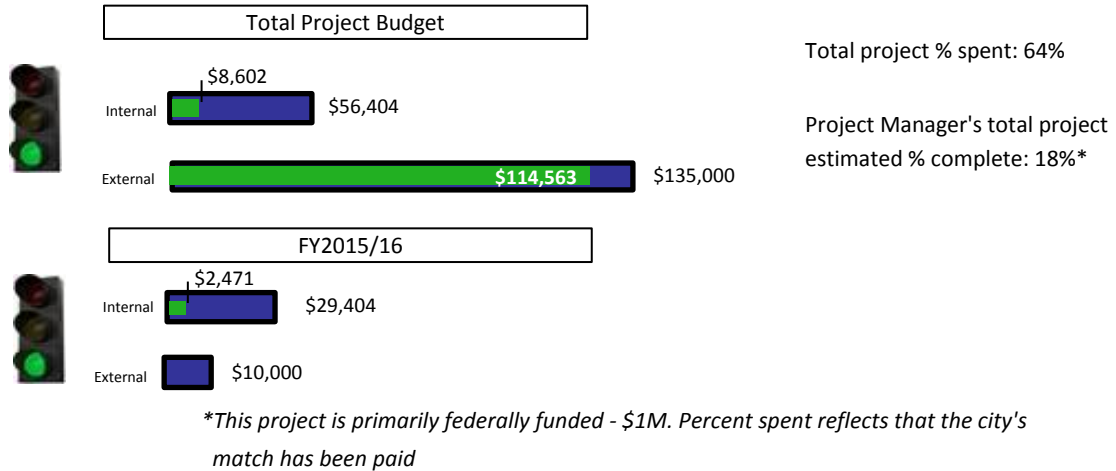
 Scope
Schedule
Budget

● On Target
● Minor Issue
● On Target

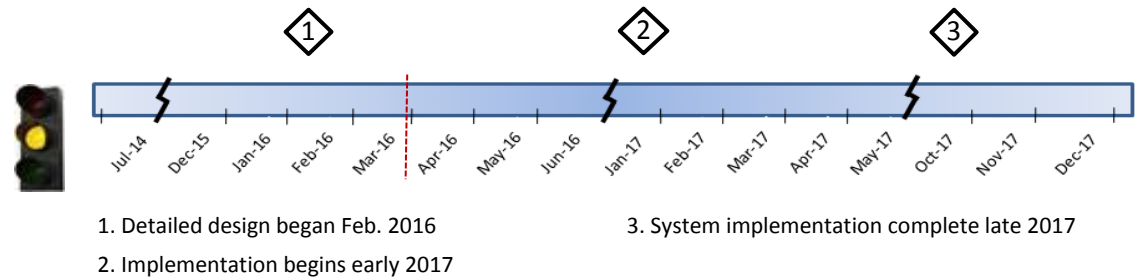
IGA

* Washington County

Project Budget



Project Schedule


 Snapshot of Work
and Schedule
Progress

- * Schedule - delays due to slow ODOT procurement process
- * Per the IGA, the city provided the county a 10.27% match in one lump sum payment due upon the execution of the Agreement. The county is responsible for administering the remainder of the grant funds

LOOK AHEAD

Upcoming Work Items

- * Decide which adaptive control system to implement
- * Detailed design

Risks/Issues

- * Federal funding constraints
- * Implementation of technology new to Tigard
- * ODOT procurement process delays

Changes

STREETS



Project Name:	95th Avenue and North Dakota Street Sidewalks	Project Manager:	Mike McCarthy
Project Number:	95045	Actuals as of:	3/31/2016

Description

This project will fill in the missing sidewalks along 95th Avenue north from Greenburg Road and along North Dakota Street east from Greenburg Road. In addition, it will provide curbing and storm drainage improvements as required.

Scope

On Target

Schedule

On Target

Budget

Minor Issue

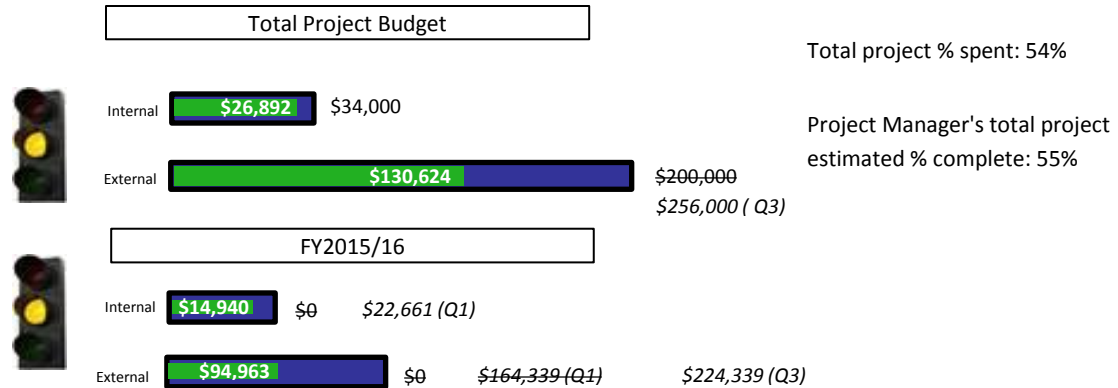
Contracts/
IGAs

* Wallis Engineering - 12/31/15 6/30/16

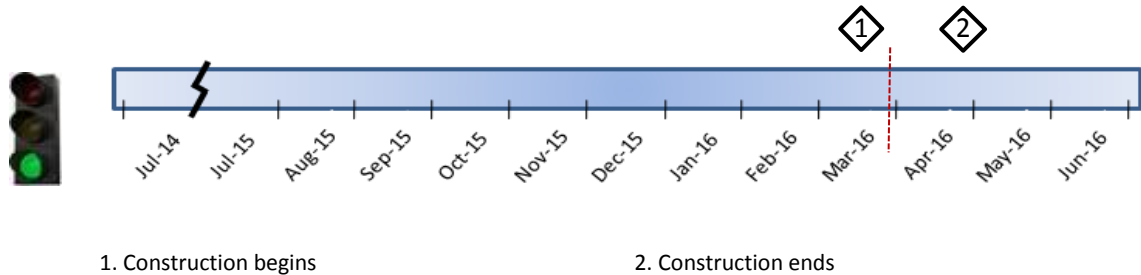
* IGA Washington County - 6/30/16

* Lyda Excavating - 6/30/16

Project Budget



Project Schedule

Snapshot of Work
and Schedule
Progress

- * Budget - additional costs due to crosswalk flashing RRFB beacons, driveway paving, porous paving, right of way inflation. Funds have been requested in Quarter 3 Supplemental Budget. CDBG agreed to pay 50% (\$30,000) of the increased expenses; Gas Tax to pay the remaining \$30,000
- * Construction in progress; sidewalks have been poured

LOOK AHEAD

Upcoming Work
Items

- * Landscaping and cleanup

Risks/Issues

- * Pervious concrete new to Tigard
- * Right-of-way acquisition required more funds than anticipated, has impacted overall budget

Changes

- * Q1 is reflected in budget (carryforward required because project schedule was delayed during right of way)
- * Q3 requested to cover additional expense

STREETS



Project Name: Hunziker Industrial Core

Project Manager: Andy Newbury

Project Number: 95047

Actuals as of: 3/31/2016

Description

New public infrastructure improvements to SW Wall Street, providing a connection from SW Hunziker Road to Tech Center Drive. The project supports development and redevelopment of adjacent industrial lands to achieve higher levels of employment.

Scope

On Target

Schedule

On Target

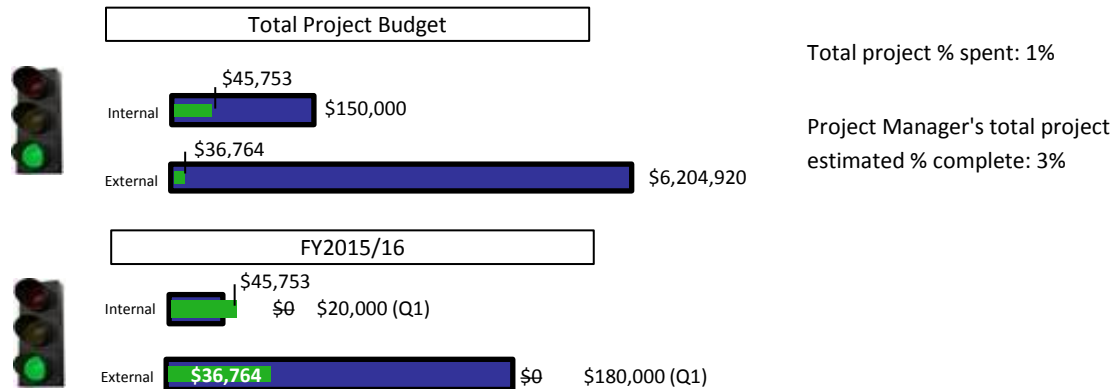
Budget

On Target

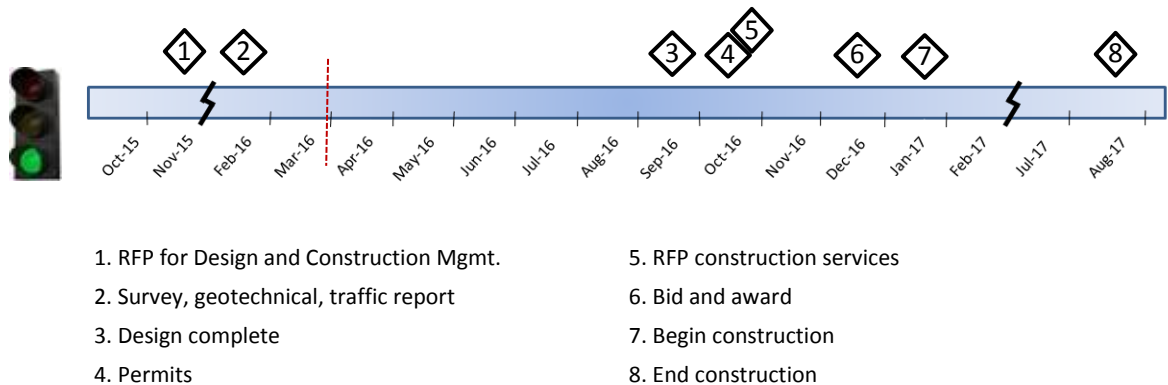
Contracts

* MSA - 12/31/16

Project Budget



Project Schedule



Snapshot of Work and Schedule Progress

- * Continued effort on 30% design
- * Responded to EDA comments

LOOK AHEAD

Upcoming Work Items

- * Review and comment on 30% plan submittal
- * Complete negotiations of Developer Agreement with Trammell Crow and Hillside Developers

Risks/Issues

- * Current project scope relies on Federal EDA funding. If funding is not awarded to the city, scope will be reduced by eliminating the Wall Street connection to Tech Center Drive
- * No current funding is available to continue engineering design beyond 30%. Developer agreements need to be finalized so additional funding can be used to fund design efforts. If no funding is available, project will be delayed

Changes

STREETS



Project Name:	Commercial Street Sidewalk CDBG	Project Manager:	Andy Newbury
Project Number:	95049	Actuals as of:	3/31/2016

Description

Construct sidewalk along the north side of Commercial Street from 95th Avenue to Lincoln Street. This would connect with existing sidewalk along the north side of Commercial west of 95th, and would connect with a cooperative project (with the state and Trimet) to add sidewalk from Lincoln Street under the Pacific Highway bridge, and connecting to Main Street. The city has been awarded a Community Development Block Grant.

Scope

On Target

Schedule

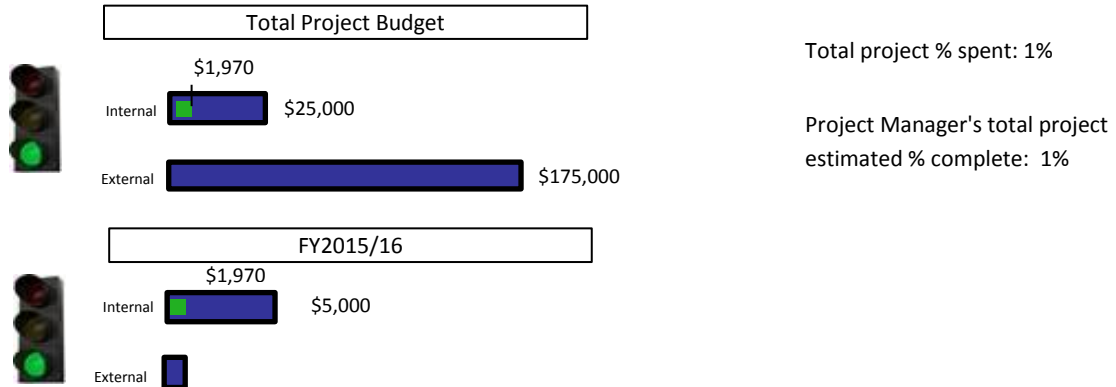
On Target

Budget

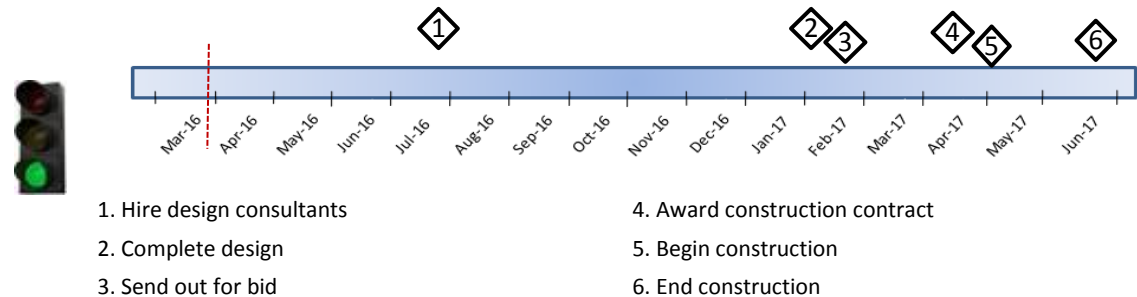
On Target

Contracts

Project Budget



Project Schedule



Snapshot of Work and Schedule Progress

* Received grant award letter and sent required documentation to Washington County

LOOK AHEAD

Upcoming Work Items

* Hire design consultants after July 1, 2016

Risks/Issues

Changes

WATER



Project Name:	Cach Reservoir and Pump Station	Project Manager:	Rob Murchison
Project Number:	96040	Actuals as of:	3/31/2016

Description

The project is for the design of a new water reservoir, associated new water lines, and replacement of a temporary pump station for the city's 550-foot service area. The reservoir will be constructed on city property located on the west side of Bull Mountain in the Sun Rise Lane vicinity. A new permanent pump station will replace an existing temporary pump station on the Menlor Reservoir site to move water from the 410-foot to the 550-foot service areas.

Scope

● On Target

Schedule

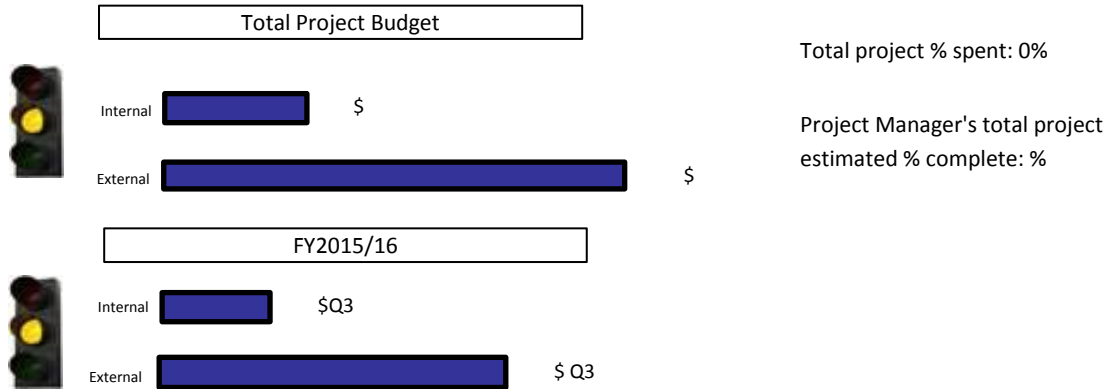
● Minor Issue

Budget

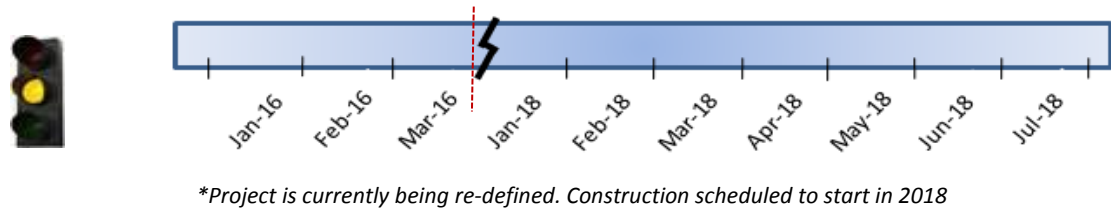
● Minor Issue

Contracts

Project Budget



Project Schedule



Snapshot of Work and Schedule Progress

- * Budget - pending budget approval process for 2017. Adequate funds are available to start design due to postponement of projects 96044 (ASR #2) and 96045 (550 Zone to Price Reservoir)
- * Project Manager in the initial investigation phase; looking to hire designer in Spring 2016
- * Project being moved forward to address capacity needs for River Terrace

LOOK AHEAD

Upcoming Work Items

- * Issue request for consultant proposals
- * Prepare project charter

Risks/Issues

Changes

WATER



Project Name:	Aquifer Storage & Recover Well #2 Electrical Rehab.	Project Manager:	Rob Murchison
Project Number:	96044	Actuals as of:	3/31/2016

Description	The project will allow the efficient operation of the existing pump motors by upgrading and cleaning the existing well. This will consist of replacing electrical devices - variable frequency drive (VFD) - with easier-to-maintain components and removing and cleaning the screens which are located in the well.
-------------	--

Scope	● On Target	Contracts	* MSA - 6/30/16
Schedule	● Major Issue		
Budget	● On Target		

Project Budget	Total Project Budget		Total project % spent: 0%
	Internal	\$29,197	
	External	\$358,000	Project Manager's total project estimated % complete: 0%
	FY2015/16		
	Internal	\$29,197	
	External	\$358,000	

Project Schedule		
		<p>1. Construction begins*</p> <p>2. Construction ends*</p>
		*New proposed schedule as of January 2016

Snapshot of Work and Schedule Progress	<ul style="list-style-type: none"> * Schedule - project is on hold; new information and reduced power surges from PGE suggest that the project can be postponed or rescheduled * This project will be coordinated with the design and construction of the CIP #96010 Aquifer Storage & Recovery Well #3
--	---

LOOK AHEAD

Upcoming Work Items	<ul style="list-style-type: none"> * Staff to continually monitor well performance and maintain electrical components. If either well performance or pumping capacity is significantly reduced, project schedule may need to be moved forward * Work on well needs to occur during low water demand months but still allow for well to be recharged
---------------------	---

Risks/Issues	<ul style="list-style-type: none"> * Reliability of ASR Well #2 is compromised if project does not proceed * Current VFD is no longer manufactured making it difficult to obtain parts and technical support * Outcome of Lake Oswego Tigard Water Partnership water rights discussion may impact the need and timing of this facility's design and construction
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Changes	
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WATER



Project Name:	Red Rock Creek Waterline Relocation	Project Manager:	Jeff Peck
Project Number:	96046	Actuals as of:	3/31/2016

Description	Replacement of over a half mile of existing 12" waterline currently located in Red Rock Creek. Installation of fire lines to properties currently being served on the northwest side of the creek.
-------------	--

Scope	On Target	Contracts	
Schedule	Major Issue		
Budget	On Target		

Project Budget	Total Project Budget		Total project % spent: 5%
	Internal	\$10,676	\$55,000
	External	\$14,460	\$412,000
	FY2015/16		
	Internal	\$10,676	\$20,000
	External	\$14,460	\$67,000

Project Schedule	<p><i>*Under development to coordinate with East Tigard Sewer and Hunziker Core/Wall Street projects</i></p>
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Snapshot of Work and Schedule Progress	<ul style="list-style-type: none"> * Preliminary topography complete * Preliminary layout complete
--	--

LOOK AHEAD

Upcoming Work Items	<ul style="list-style-type: none"> * City to receive 30% design plans on 4/20/16
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Risks/Issues	
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Changes	
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URBAN RENEWAL



Project Name: Tigard Gateway Monuments

Project Manager: Jeff Peck

Project Number: 97024

Actuals as of: 3/31/2016

Description

Construction of gateway improvements at both intersections of Main Street and Pacific Highway (OR 99W). Improvements include 240 lineal feet of wall with natural stone facing, "Welcome to Downtown Tigard" signage, and seating; landscaping, artwork base and sculptures, electrical and storm drainage utilities.

Scope

● On Target

Schedule

● On Target

Budget

● On Target

Contracts

* Brian Borello Art - Closed

* Lee Contractors - Closed

* KLA - Amendment - Closed

* GeoPacific - Closed

* KPFF - Closed

Project Budget

Total Project Budget



Internal **\$43,652** \$42,406

External **\$500,917** \$488,180

Total project % spent: 103%

Project Manager's total project estimated % complete: 100%

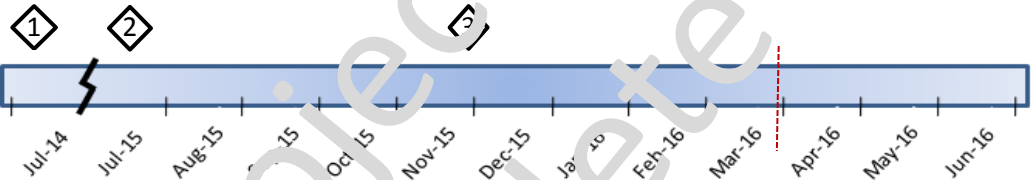
FY2015/16



Internal **\$21,245** \$20,000

External **\$384,526** \$359,650

Project Schedule



Snapshot of Work and Schedule Progress

LOOK AHEAD

Upcoming Work Items

Risks/Issues

Changes

AIS-2648

3. A.

Business Meeting

Meeting Date: 04/26/2016

Length (in minutes): Consent Item

Agenda Title: PROCLAIM CONSTRUCTION INDUSTRY SAFETY WEEK

Prepared For: Joanne Bengtson, City Management

Submitted By: Joanne Bengtson, City Management

Item Type: Receive and File

Meeting Type: Proclamation

Public Hearing: No

Publication Date:

Information

ISSUE

Should Mayor Cook issue a proclamation in support of Construction Industry Safety Week in Tigard?

STAFF RECOMMENDATION / ACTION REQUEST

n/a

KEY FACTS AND INFORMATION SUMMARY

In 2014 the CEOs and leaders from 31 national and global construction firms representing the Construction Industry Safety Group and the Incident and Injury Free® CEO Forum announced a declaration of the first-ever industry-wide safety week.

Every year, more than 90,000 individuals are injured on construction jobsites across the U.S. A recent Bureau of Labor Statistics report found that 806 workers were killed in 2012, an increase of 9% over the previous year.

The mission of Safety Week is to eliminate worker injury by coming together as an industry to raise awareness about the importance of safety in the workplace; share safety ideas and best practices that can save lives and prevent injuries; and inspire the entire construction workforce to make the commitment to be pioneers in promoting a strong safety culture on every job site, every day. The group is also encouraging other companies to join them in their call to action to raise awareness for workplace safety and for living a safe and healthy lifestyle on and off the job.

OTHER ALTERNATIVES

n/a

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

DATES OF PREVIOUS COUNCIL CONSIDERATION

N/A

Attachments

Construction Industry Safety Week

Proclamation

City of Tigard

CONSTRUCTION INDUSTRY SAFETY WEEK May 1-7, 2016

WHEREAS, construction is vital to our strong local economy yet remains one of the most dangerous professions; and

WHEREAS, with proper planning, communication and controls, it is possible to eliminate injuries and incidents from construction sites; and

WHEREAS, no innovation in safety should be proprietary in order to send every worker across the region home safely after every shift; and

WHEREAS, private and public companies in Tigard have been national leaders in construction safety and have the opportunity to demonstrate leadership once again; and

WHEREAS, a diversity of stakeholders will enrich the dialogue and accelerate the adoption of best practices in construction industry safety; and

WHEREAS, SafeBuild Alliance, a local non-profit advocating Zero Incidents through Collaboration has encouraged all members of the building community to share and learn in safety from one another; and

WHEREAS, every day at every job site there should be a focus on safety, and this coordinated annual event across the region serves to heighten awareness;

NOW THEREFORE BE IT RESOLVED THAT I, John L. Cook, Mayor of the City of Tigard, Oregon, do hereby proclaim May 1-7, 2016 to be

CONSTRUCTION INDUSTRY SAFETY WEEK

in Tigard, Oregon and urge all construction companies and residents to make safety a top priority for themselves and their employees.

Dated this ____ day of _____, 2016.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Tigard to be affixed.

John L. Cook, Mayor
City of Tigard

Attest:

City Recorder

AIS-2695

3. B.

Business Meeting

Meeting Date: 04/26/2016

Length (in minutes): Consent Item

Agenda Title: Proclaim May as Bike Month

Submitted By: Carol Krager, Central Services

Item Type: Motion Requested

Meeting Type: Consent
Agenda

Public Hearing: No

Publication Date:

Information

ISSUE

Should the Tigard City Council proclaim May as Bike Month?

STAFF RECOMMENDATION / ACTION REQUEST

Staff recommends proclaiming May 2016 as Bike Month in Tigard.

KEY FACTS AND INFORMATION SUMMARY

The national nonprofit League of American Bicyclists has declared the month of May as National Bike Month for each of the last 60 years, and has done so again in 2016. Cities, businesses, organizations and civic groups throughout Oregon will be promoting bicycling as a transportation and recreational activity.

National Bike to School Day is on May 4 and the Bike to Work Day is scheduled for May 20.

At a city-sponsored Youth Bike Fair on April 23, nearly 50 children had helmet fittings, received bicycle safety training and practiced their bike handling, signaling and safety knowledge on a course at Durham Elementary School. Residents are encouraged to recognize the importance of bicycle safety and be more aware of cyclists on Tigard's streets.

OTHER ALTERNATIVES

Council could chose not to proclaim May as Bike Month.

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

Creating a walk and bicycle-friendly community ties into the strategic vision to make Tigard the most walkable community in the Pacific Northwest where people of all ages and abilities enjoy healthy and interconnected lives.

DATES OF PREVIOUS COUNCIL CONSIDERATION

Bike Month was previously declared in 2012, 2013 and 2014.

Attachments

Proclamation

Proclamation

City of Tigard

Bike Month

WHEREAS, the bicycle is an economical, healthy, viable and environmentally sound form of transportation, as well as an excellent tool for recreation and enjoyment of Tigard's many trails; and

WHEREAS, many Tigard residents and visitors will experience the joys of bicycling this spring and summer through educational programs, commuting events, trail rides, helmet promotions and other bicycle events; and

WHEREAS, creating a walk and bicycle-friendly, interconnected community has shown to improve citizens' health, well-being and quality of life, growing local economies, improving traffic safety supporting student learning outcomes, reducing pollution and congestion ; and

WHEREAS, the national nonprofit League of American Bicyclists has declared the month of May as National Bike Month for each of the last 60 years, and has done so again in 2016; and

WHEREAS, during May several cities, businesses, organizations and civic groups throughout Oregon will be promoting bicycling as a transportation and recreation activity, as well as promoting greater public awareness of bicycle operation and safety education in an effort to reduce collisions, injuries and fatalities;

NOW THEREFORE BE IT RESOLVED THAT I, Jason B. Snider, Council President of the City of Tigard, Oregon, do hereby proclaim May 4 as Bike & Walk to School Day, May 20 as Bike to Work Day and May 2016 as Bike Month.

Dated this _____ day of _____ , 2016.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Tigard to be affixed.

Jason B. Snider, Council President

City of Tigard

Attest:

City Recorder

AIS-2675

3. C.

Business Meeting

Meeting Date: 04/26/2016

Length (in minutes): Consent Item

Agenda Title: Consider Award of Audit Services Contract

Submitted By: Carol Krager, Central
Services

Item Type: Motion Requested

Meeting Type: Consent
Agenda -
LCRB

Public Hearing No

Newspaper Legal Ad Required?:

Public Hearing Publication

Date in Newspaper:

Information

ISSUE

Shall the Local Contract Review Board award a contract for Professional Auditing Services to Moss-Adams?

STAFF RECOMMENDATION / ACTION REQUEST

Staff recommends the Local Contract Review Board award a contract for Professional Auditing Services to Moss-Adams for an estimated lifetime cost of \$330,000 and authorize the City Manager to take the necessary steps to execute the contract.

KEY FACTS AND INFORMATION SUMMARY

Under Oregon Municipal Audit Law (ORS 297.405 – ORS 297.555), the city is required to conduct an audit of its accounts and financial affairs at least once a year. In order to meet this requirement, the city contracts with an independent CPA firm to perform an annual external financial audit of the city's records.

The city also annually applies for the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting with the auditor reviewed comprehensive annual financial reports (CAFR). The Certificate program recognizes and supports excellence in financial reporting by state and local governments. The GFOA award represents governments whose CAFR achieves the highest standards in governmental accounting and financial reporting. The City has received the GFOA award for the previous thirty years straight.

As the city's current professional auditing contract expired with the FY 2014-2015 audit

(which was presented to the Council in March), the city issued a Request for Proposal (RFP) for the service in January. The RFP was open for approximately a month, at closing the city received proposals from four firms:

- Eide Bailly,
- Merina & Company,
- Moss-Adams, and
- Talbot, Korvola & Warwick

A selection team consisting of three management staff, one audit committee member, and one finance manager from a local municipality scored the proposals on the following criteria set forth in the RFP:

- Firm and team qualifications (40 points)
- Project understanding and approach (30 points)
- Project timeline (10 points)
- Cost structure (20 points)
- Presentation/Interview (25 points if phase is enacted)

After initial scoring, the selection team felt it to be prudent to invite both Moss-Adams and Talbot, Korvola & Warwick to participate in a Presentation/Interview process as their scores were close. After the presentations, Moss-Adams was found to be the highest scoring firm and the firm that best meets the city's upcoming needs. As such, Moss-Adams is receiving staff recommendation for contract award. The proposed contract is for three years with two additional one-year options.

The cost during the first year is estimated at \$62,100 and the contract will contain an annual 3.5% escalator clause. The total cost over the five year potential life of the contract is just over \$330,000. The contract will be budgeted annually in the Finance and Information Services operational budget.

OTHER ALTERNATIVES

The Local Contract Review Board may direct staff to resolicit the proposed work.

COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS

DATES OF PREVIOUS CONSIDERATION

The Local Contract Review Board discussed the contract at their April 12, 2016 business meeting and unanimously agreed to place it on the consent agenda.

Fiscal Impact

Cost: NTE \$330,000
Budgeted (yes or no): Yes
Where Budgeted (department/program): Central Service Fund
Additional Fiscal Notes:

The cost during the first year is estimated at \$62,100 and the contract will contain an annual 3.5% escalator clause. The total cost over the five year potential life of the contract is just over \$330,000. The contract will be budgeted annually in the Finance and Information Services operational budget in the Central Services Fund.

Attachments

No file(s) attached.

AIS-2676

3. D.

Business Meeting

Meeting Date: 04/26/2016

Length (in minutes): Consent Item

Agenda Title: Consider Award of Stormwater Master Plan Contract

Submitted By: Carol Krager, Central
Services

Item Type: Motion Requested

Meeting Type: Consent
Agenda -
LCRB

Public Hearing No

Newspaper Legal Ad Required?:

Public Hearing Publication

Date in Newspaper:

Information

ISSUE

Shall the Local Contract Review Board award a contract for the development of a Stormwater Master Plan to Otak, Inc.?

STAFF RECOMMENDATION / ACTION REQUEST

Staff recommends the Local Contract Review Board award a contract for the development of a Stormwater Master Plan to Otak, Inc in the amount of \$250,000 and authorize the City Manager to take the necessary steps to execute the contract.

KEY FACTS AND INFORMATION SUMMARY

The citywide Stormwater Master Plan will provide capital improvement projects and priorities, system management and maintenance programmatic recommendations and costs, summary fact sheets and maps, an operations & maintenance plan for greenway/green infrastructure, and funding needs/strategies. Tigard's Stormwater Master Plan has not been updated in over 30 years. The environmental regulations regarding stormwater have changed dramatically, and Tigard's infrastructure is aging. Significant erosion issues exist and in many cases are worsening within both public and private segments of stream corridors and open drainage channels. This includes impacts to adjacent utilities, culverts, pathways, private property/structures as well as natural resources.

The City lacks policy, maintenance programs and a prioritized listing of capital improvements for its stormwater system, making it difficult to establish budgets, predict resource needs and act pro-actively maintain the system before it degrades. The City also has an opportunity with

this planning process to evaluate how best to create, operate and manage its green infrastructure system that consists of multiple stream/floodplain corridors that also may act as trail systems, habitat and mitigation areas, linear parks, and sanitary sewer alignments. The need and budget for the Stormwater Master Plan was identified in the Council-adopted 2015/16 budget and CIP for 2016-20.

The city issued a qualification-based Request for Proposal (QBS) for development of the Stormwater Master Plan in late January and received four responses:

- AMEC Foster Wheeler,
- Brown & Caldwell,
- Otak, Inc.,and
- Wolf Water Reserves

The selection team for the project scored the received proposals based on the following criteria detailed in the QBS packet:

- Project understanding, approach, and interest (30 points)
- Consultant project team (15 points)
- Consultant team qualifications & experience (30 points)
- Consultant team project management (25 points)

Otak, Inc. was the highest scoring firms after the review and as such the city entered into negotiations with them per the city's QBS process. Otak and the city were able to reach agreement for the development of the Stormwater Master Plan at a cost of \$250,000. Staff is recommending Otak, Inc. be awarded a contract for development of the City's Stormwater Master Plan.

OTHER ALTERNATIVES

The Local Contract Review Board may direct staff to resolicit the proposed work.

COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS

The Stormwater Master Plan supports Strategic Plan Goal 1, Facilitate Walking Connections to Develop an Identity, including supporting safe and networked trail systems (via appropriately designed and maintained creek greenways). It also supports Goal 4 objectives of maintaining core services.

DATES OF PREVIOUS CONSIDERATION

The Local Contract Review Board discussed the contract at their April 12, 2016 business meeting and unanimously agreed to place it on the consent agenda.

Fiscal Impact

Cost: \$250,000

Budgeted (yes or no): Yes

Where Budgeted (department/program): Stormwater Fund

Additional Fiscal Notes:

Otak and the city were able to reach agreement for the development of the Stormwater Master Plan at a cost of \$250,000. The funds are budgeted in the Stormwater Fund.

Attachments

No file(s) attached.

AIS-2669

4.

Business Meeting

Meeting Date: 04/26/2016

Length (in minutes): 10 Minutes

Agenda Title: Consider Resolutions to form Tigard Triangle Urban Renewal CAC and Appoint Members

Prepared For: Susan Shanks, Community Development

Submitted By: Susan Shanks, Community Development

Item Type: Resolution

Meeting Type: Council
Business
Meeting -
Main

Public Hearing: No

Publication Date:

Information

ISSUE

Should the city establish and appoint members to a Citizen Advisory Council to guide the development of the Tigard Triangle Urban Renewal Plan?

STAFF RECOMMENDATION / ACTION REQUEST

Staff recommends that Council establish the Tigard Triangle Citizen Advisory Council and appoint its members per the attached Resolutions.

KEY FACTS AND INFORMATION SUMMARY

The city desires to convene a Citizen Advisory Council (CAC) to guide the urban renewal planning effort in the Tigard Triangle and provide meaningful public input into the plan, as well as to meet its Metro funding obligation. In the interest of creating a group with broad representation, staff publicized this volunteer opportunity in Cityscape and on the Tigard Triangle webpage. Staff also requested that each of the city's citizen boards, committees, commissions, and councils that meet on a regular basis send one representative to serve on the CAC.

The first Resolution forms the CAC, and the second Resolution appoints the members to serve on the CAC. With the exception of the Park and Recreation Advisory Board, each of the city's citizen groups is represented on the CAC.

OTHER ALTERNATIVES

The city needs to convene a CAC to meet its Metro funding obligation; however, Council may direct staff to seek additional and/or different individuals to serve on the CAC.

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

Council Goal 3: Adopt and Begin Implementation of Tigard Triangle Strategic Plan

Approved Plan: Tigard Triangle Strategic Plan completed March 2015

DATES OF PREVIOUS COUNCIL CONSIDERATION

March 2015: Staff completed the Tigard Triangle Strategic Plan (TTSP)

June 2015: Council directed staff to submit a CPDG application to Metro for funds to implement the TTSP

February 2016: Council directed staff to enter into an IGA with Metro for CPDG funds

March 2016: Council awarded a contract to MIG Inc. to implement the TTSP

April 2016: Council discussed the formation and membership of the Citizen Advisory Council for the Tigard Triangle Urban Renewal Plan

Attachments

Tigard Triangle CAC Formation

Tigard Triangle CAC Member Appointment

**CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 16-**

**A RESOLUTION ESTABLISHING A CITIZEN ADVISORY COUNCIL TO ADVISE STAFF
DURING DEVELOPMENT OF THE TIGARD TRIANGLE URBAN RENEWAL PLAN**

WHEREAS, the city completed the Tigard Triangle Strategic Plan in March 2015 and one of City Council's goals for 2016 includes its adoption and implementation; and

WHEREAS, the Tigard Triangle Strategic Plan recommends a number of implementation strategies, including development of an Urban Renewal Plan; and

WHEREAS, the city was awarded a Community Planning and Development Grant (CPDG) from Metro to develop an Urban Renewal Plan for the Tigard Triangle; and

WHEREAS, the city is required to develop a public involvement strategy that facilitates public input into the Urban Renewal Plan, including the creation of a Citizen Advisory Council (CAC), per the city's CPDG intergovernmental agreement with Metro; and

WHEREAS, the city desires broad citizen representation on the CAC since creation of an urban renewal district that utilizes tax increment financing requires a citywide public vote.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The Tigard Triangle Urban Renewal Plan CAC is hereby established to review and comment on draft materials and ensure that the final plan builds upon and implements the Tigard Triangle Strategic Plan. Its membership shall include up to 4 citizen-at-large members and one representative from each of the following citizen boards, committees, commissions, and councils:

- Metzger Citizen Participation Organization (CPO 4M)
- Tigard Triangle Stakeholder Working Group
- City of Tigard City Council
- City of Tigard City Center Advisory Commission
- City of Tigard Library Board
- City of Tigard Neighborhood Involvement Committee
- City of Tigard Planning Commission
- City of Tigard Transportation Advisory Committee
- City of Tigard Youth Advisory Council

SECTION 2: The mission of the CAC is to:

- Create an environment conducive to multiple and diverse opinions and ideas;
- Review and comment on draft materials prepared by staff and consultants;
- Ensure the Urban Renewal Plan is consistent with the vision in the Tigard Triangle Strategic Plan and the applicable goals, policies, and actions measures in the Comprehensive Plan; and
- Promote public understanding of the Urban Renewal Plan.

SECTION 3: The CAC shall:

- Attend at least four CAC meetings;
- Consider all written and oral comments submitted by the public;
- Seek to achieve general consensus on the Urban Renewal Plan by the CAC membership (decisions will be made by majority vote if consensus cannot be reached);
- Assure respect and consideration of others' opinion and ideas; and
- Recommend City Council remove and replace members unwilling or unable to adhere to the protocol described above.

SECTION 4: The city's Urban Renewal Plan project manager is assigned as staff liaison to the CAC. Other city staff will be called upon to support the CAC's mission as deemed necessary throughout the Urban Renewal Plan process.

SECTION 5: The term of service for CAC members shall expire after a public vote on the Urban Renewal Plan at a general election. The CAC shall be disbanded at that point.

SECTION 6: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2016.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

**CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 16-**

**A RESOLUTION APPOINTING MEMBERS TO THE TIGARD TRIANGLE URBAN RENEWAL
PLAN CITIZEN ADVISORY COUNCIL**

WHEREAS, the city completed the Tigard Triangle Strategic Plan in March 2015 and one of City Council's goals for 2016 includes its adoption and implementation; and

WHEREAS, the Tigard Triangle Strategic Plan recommends a number of implementation strategies, including development of an Urban Renewal Plan; and

WHEREAS, the city was awarded a Community Planning and Development Grant (CPDG) from Metro to develop an Urban Renewal Plan for the Tigard Triangle; and

WHEREAS, the city is required to develop a public involvement strategy that facilitates public input into the Urban Renewal Plan, including the creation of a Citizen Advisory Council (CAC), per the city's CPDG intergovernmental agreement with Metro; and

WHEREAS, the city desires broad citizen representation on the CAC since creation of an urban renewal district that utilizes tax increment financing requires a citywide public vote; and

WHEREAS, the city advertised for CAC members through its Cityscape publication and Tigard Triangle webpage and also requested that each of the following citizen boards, committees, commissions, and councils send one representative from their group to serve on the Urban Renewal Plan CAC:

- Metzger Citizen Participation Organization (CPO 4M)
- Tigard Triangle Stakeholder Working Group (SWG)
- City of Tigard City Council (CC)
- City of Tigard City Center Advisory Commission (CCAC)
- City of Tigard Library Board (LB)
- City of Tigard Neighborhood Involvement Committee (NIC)
- City of Tigard Park and Recreation Advisory Board (PRAB)
- City of Tigard Planning Commission (PC)
- City of Tigard Transportation Advisory Committee (TTAC)
- City of Tigard Youth Advisory Council (YAC)

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: As established in Resolution 16-____, the membership of the Tigard Triangle Urban Renewal Plan CAC shall include representatives from the following groups:

- Metzger Citizen Participation Organization (1 member)
- Tigard Triangle Stakeholder Working Group (1 member)
- City of Tigard Boards, Committees, Commissions, and Councils (7 members)
- Citizens at Large (up to 4 members)

SECTION 2: The membership of the Tigard Triangle Urban Renewal Plan CAC shall consist of the following individuals:

- Jim Long (CPO 4M)
- Elise Shearer (SWG & TTAC)
- John Goodhouse (CC)
- David Walsh (CCAC)
- Scott Hancock (LB)
- Cathy Olson (NIC)
- Gary Jelinek (PC)
- Zack Dean (YAC)
- John Boren (Citizen-at-Large, city planner)
- Katen Patel (Citizen-at-Large, Triangle property owner)
- Veronica Smith (Citizen-at-Large, housing advocate)
- Dustin White (Citizen-at-Large, architect)

SECTION 3: The term of service for CAC members shall expire after a public vote on the Urban Renewal Plan at a general election. The CAC shall be disbanded at that point.

SECTION 4: This resolution is effective immediately upon passage

PASSED: This _____ day of _____ 2016.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

AIS-2602

5.

Business Meeting

Meeting Date: 04/26/2016

Length (in minutes): 15 Minutes

Agenda Title: Annual Arbor Day report and recognition of the City of Tigard's activities and accomplishments in urban forestry

Submitted By: Marissa Grass, Community Development

Item Type: Update, Discussion, Direct Staff

Meeting Type: Council Business Meeting - Main

Public Hearing: No

Publication Date:

Information

ISSUE

Annual Arbor Day report and recognition of the City of Tigard's activities and accomplishments in urban forestry.

STAFF RECOMMENDATION / ACTION REQUEST

Receive staff report and Tree City USA Award recognizing the city's leadership and accomplishments in advancing urban and community forestry projects and activities.

KEY FACTS AND INFORMATION SUMMARY

J. Sterling Morton first proposed a tree planting holiday, Arbor Day, which was celebrated on April 10, 1872, in Nebraska. Today, many communities across the nation celebrate trees on Arbor Day. The state of Oregon declares an entire week as Arbor Week, instead of a single day.

Here in Tigard, there are many ways for residents and business owners to get involved and help the city celebrate Arbor Day. Events are planned all month long. Highlights include:

Arbor Week Book Display and Reading List

Monday, April 4 to Friday, April 8 | Tigard Public Library

The Tigard Public Library will showcase a book display and reading list dedicated to celebrating trees.

Arbor Week Toddler Time (Ages 24 to 36 months)

Wednesday, April 6 | 10:15 – 10:45 a.m. and 11:15 – 11:45 a.m. | Tigard Public Library Puett Room

Celebrate Tigard's blossoming, leafy friends with rhymes, songs, books and activities at this Arbor Week story time for toddlers.

Arbor Week Family Story Time (Ages 0 to 6 years)

Friday, April 8 | 10:15 – 10:45 a.m. and 11:15 – 11:45 a.m. | Tigard Public Library Puett Room

Celebrate Arbor Week in Family Story Time with stories, songs and rhymes about trees and then participate in some science activities including planting seeds of your own.

Arbor Month Update and Tree City USA Award

Tuesday, April 26 | 7:30 p.m. | Tigard Town Hall

Tigard City Council will receive an annual Arbor Day update and be presented with the Tree City USA Award. Awards and Recognition Tree City USA An Arbor Day observance and proclamation are one of four standards established by the National Arbor Day Foundation to qualify for Tree City USA. This is the 15th year Tigard has received this recognition, and the city's 16th Arbor Day celebration.

Awards and Recognition

Tree City USA

An Arbor Day observance and proclamation are one of four standards established by the National Arbor Day Foundation to qualify for Tree City USA. This is the 15th year Tigard has received this recognition, and the city's 16th Arbor Day celebration.

OTHER ALTERNATIVES

N/A

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

DATES OF PREVIOUS COUNCIL CONSIDERATION

04/14/2015

Attachments

PowerPoint Presentation

CITY OF TIGARD

Respect and Care | Do the Right Thing | Get it Done



Arbor Day 2016

Public Works

April 26, 2016


Tree City USA Award

- ▶ Tigard has been named a Tree City USA by the National Arbor Day Foundation to honor its commitment to the community forest.

C I T Y O F T I G A R D

Arbor Month Celebration and Tree Planting

- ▶ Tigard High School CE² Program



City of Tigard

ARBOR MONTH CELEBRATION AND TREE PLANTING

Tuesday, April 5, 2016 at Jack Park


9:45 a.m. • Tree Planting
10:30 a.m. • Mayor Cook's remarks

Please join us as Mayor Cook celebrates Arbor Month by planting new trees with students from Tigard High School's CE² Program.

This celebration and planting effort has been made possible through close collaboration with Tigard-Tualatin School District staff and City of Tigard staff. The planting palette includes native trees chosen for their low-water and maintenance requirements.

Parking is available at TVF&R Fire Station 50 (12617 SW Walnut Street).

Come join the fun, but don't forget your rain boots!



City of Tigard | Community Development Department | 13125 SW Hall Blvd. | www.tigard-or.gov/trees

Celebration Planting

- ▶ To celebrate Arbor Day, the City and the Tigard-Tualatin School District (TTSD) joined forces to plant trees in Jack Park



C I T Y O F T I G A R D

*Celebrate
Arbor Day
all month long*



C I T Y O F T I G A R D

Thank You

- ▶ To all of our volunteers and residents who have planted and cared for trees over the past year – thank you!



AIS-2594

6.

Business Meeting

Meeting Date: 04/26/2016

Length (in minutes): 15 Minutes

Agenda Title: Briefing on Wholesale Water Contract Extension
Memorandum of Understanding (MOU) with Portland
Water Bureau

Prepared For: John Goodrich

Submitted By: John
Goodrich,
Public
Works

Item Type: Update, Discussion, Direct Staff
Meeting Type: Council
Business
Meeting -
Main

Public Hearing No

Newspaper Legal Ad Required?:

Public Hearing Publication

Date in Newspaper:

Information

ISSUE

Shall City of Tigard consider signing a memorandum of understanding (MOU) regarding wholesale water purchases from Portland Water Bureau (PWB) after June 30, 2016?

STAFF RECOMMENDATION / ACTION REQUEST

Bring the proposed MOU forward for council consideration and action.

KEY FACTS AND INFORMATION SUMMARY

The city is in the final stages of completing the Lake Oswego-Tigard Water Partnership water supply project. This project will provide a water supply capacity of up to 18 million gallons per day for Tigard use. Substantial project completion is on schedule to meet the June 30, 2016 deadline.

During the project design, a risk register was developed to identify various types of risks associated with the project, and measures or actions to mitigate each was prepared by the city.

The register identified a specific risk of delay related to tasks associated with the delivery of an adequate capacity of water to Tigard prior to June 30, 2016.

The city has an existing wholesale water purchase agreement with Portland Water Bureau that expires on June 30, 2016. Under the expiration terms, the city would no longer be able to purchase wholesale water from Portland.

As part of the mitigation measures for this specific risk, staff is working with Portland Water Bureau to develop a strategy and propose a Memorandum of Understanding (MOU) that provides Tigard with a short term extension of the existing wholesale water agreement. The proposed MOU allows the city to request an extension of water delivery prior to June 15, 2016.

The agreement allows Tigard to purchase 4-6 million gallons per day under the terms provided. The agreement requires Tigard to commit to a purchase minimum of 30 days under "take and pay" terms. Portland Water Bureau negotiated a small premium for providing this short term water supply, with a purchase price calculated at approximately \$2.21 per hundred cubic feet (CCF). The proposed MOU is a short term agreement that expires December 31, 2016.

Staff is bringing this proposed MOU agreement before council for discussion and direction. This agreement is an insurance measure to ensure that the city has access to adequate water supply after June 30, 2016. There are no costs or fiscal impacts associated with signing and retaining this agreement. Costs associated with the proposed MOU only occur should the city make a request to Portland Water Bureau to continue wholesale water purchases prior to June 15, 2016. There is no indication of construction or contractor delay that would affect the Lake Oswego-Tigard Water Supply Project to not meet substantial completion prior to June 15, 2016.

The proposed MOU agreement is attached for review. Fiscal impacts are calculated based on actual use of Portland wholesale water purchased after June 30, 2016.

OTHER ALTERNATIVES

Council could decide not to take action on this proposed MOU with Portland Water Bureau.

COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS

Not applicable.

DATES OF PREVIOUS CONSIDERATION

Council has not had any previous consideration regarding the proposed MOU and extension of the wholesale water purchase contract with Portland Water Bureau (PWB).

Fiscal Impact

Cost: \$366,695

Budgeted (yes or no): yes

Where Budgeted (department/program): Water

Additional Fiscal Notes:

The proposed MOU calculated fiscal impact only applies should Tigard request extended wholesale water delivery after June 30, 2016. The minimum purchase for the month of July is 165,775 CCF at \$2.212/CCF based on 4 million gallons per day. This calculated fiscal impact is approximately \$366,695 for the month of July 2016. There is no cost to the city should the wholesale water contract not be extended.

Attachments

REV PWB MOU Short Term Water Agreement

SHORT-TERM WATER SALES AGREEMENT

This Short-Term Water Sales Agreement (Agreement) between City of Tigard (Tigard), a municipal corporation of the State of Oregon, and the City of Portland (Portland), a municipal corporation of the State of Oregon, is effective this ____ day of _____, 2016.

The Parties recite:

- A. The Parties entered into a 10-Year Regional Water Sales Agreement (10 Year Agreement) on June 7, 2006 by which Portland agreed to furnish and sell and Tigard agreed to purchase a firm supply of potable water on an annual basis.
- B. Pursuant to the terms of the 10 Year Agreement, Tigard has elected not to renew that agreement and the 10 Year Agreement therefore expires on June 30, 2016.
- C. Tigard has developed an alternative water supply and anticipates delivery from its new water source to all Tigard residents by July 1, 2016.
- D. This Short-Term Water Sales Agreement is intended to assure temporary water service to Tigard's residents if unforeseen events prevent Tigard from receiving water from its new water source on time.

NOW, THEREFORE THE PARTIES AGREE:

SECTION 1. NATURE OF SERVICE

- A. Subject to the terms and conditions contained herein, Portland agrees to furnish and sell and Tigard agrees to purchase a firm supply of potable water on a monthly basis for the life of this Agreement.
- B. Water is to be delivered to Tigard at the wholesale meter vault located at the intersection of SW Hall Blvd. and SW Oleson Rd, provided that Portland is not obligated to meet Tigard's demands for water during any period of time that Tigard operates its system not in compliance with operational rules established pursuant to Section 4.D.1 of the parties' previous 10 Year Agreement.
- C. Portland shall deliver water to Tigard from the same source or sources of water that Portland delivers to Portland inhabitants. Portland shall meet all applicable drinking water regulatory requirements up to Tigard's point of delivery.
- D. Tigard's supply of water shall be reduced or terminated only in accordance with the terms of this agreement.
- E. Tigard recognizes and agrees that no liability for damages shall attach to Portland on account of any failure of supply or changes in pressure, flow rate, or water quality due to circumstances beyond the reasonable control of Portland acting in accordance with standards of care common and usual in the municipal water supply industry. Examples of such circumstances include, but are not limited to, natural events such as earthquakes,

landslides and floods, and human-caused events such as terrorism, malevolent acts, contamination of the water supply, and acts of war.

- F. The service and commodity provided by Portland pursuant to this Agreement are special contract services and are not provided by Portland as a common utility service.
- G. Tigard hereby agrees to abide by and be bound by the terms and provisions of Chapter 21.28 of the Code of the City of Portland, Oregon, as it presently exists or as may be amended to comply with federal and state law, during the life of this agreement, to the extent to which such terms and provisions do not conflict with any material provisions of this agreement.

SECTION 2. NOTICE AND PROVISION OF WATER

A. Notice Of Intent To Take Water; Delivery of Water

1. No later than June 15, 2016, Tigard may give written notice that it intends to purchase a guaranteed quantity of water for the month of July 2016, in a quantity not less than 4 million gallons a day and no more than 6 million gallons a day. Portland shall deliver no less than the quantity noticed, calculated on a monthly basis, or such greater or lesser quantity as Tigard may draw from Portland during that month. Provided, however, that Portland may decline to provide more than 6 million gallons on any day or more than 186 million gallons in July if it determines that to do so may threaten its ability reasonably to supply its other wholesale and retail customers while meeting all regulatory obligations.
2. No later than the 25th day of each month thereafter, until the termination of this contract, Tigard may give notice that it intends to purchase a guaranteed quantity of water for the month following in a quantity no less than 4 million gallons a day and no more than 6 million gallons a day. Portland shall deliver no less than the quantity noticed, calculated on a monthly basis, or such greater or lesser quantity as Tigard may draw from Portland, provided however that Portland may decline to provide more than 6 million gallons on any day or more than 186 million gallons in the month if it determines that to do so may threaten its ability reasonably to supply its other wholesale and retail customers while meeting all regulatory obligations.

B. Obligation to Pay

For each month that Tigard notices its intent to take any water, it shall pay Portland no less than the sum of money equal to the daily quantity identified in the notice times the number of days in the month times the rate or, if the quantity actually taken and delivered exceeds the monthly quantity noticed, then the actual quantity taken in a month times the rate. Seven days after the end of each month for which Tigard takes water, Portland will send a monthly bill to Tigard. Tigard shall pay the bill within 21 days of its receipt.

C. Rate

For purposes of calculating Tigard's payment obligations, the rate shall be \$2.212 per 100 cubic feet of water.

SECTION 3. WATER CURTAILMENT

By signing this agreement, Tigard and Portland acknowledge that unforeseen or unavoidable circumstances may limit the amount of water available to Portland for sale and distribution. Should the available supply fall below the aggregate of all demands placed on Portland system, or should it be reasonably predicted that supply will fall below demands before other supplies are available, the Administrator of the Portland Water Bureau may curtail delivery of water to Tigard. If water deliveries are curtailed, Tigard need not pay for any quantity of water for which it provided a monthly notice of intent but which was not delivered during the period of curtailment.

SECTION 4. TERM OF AGREEMENT

This agreement shall terminate on the 26th day of any month that Tigard does not give notice of intent to take water or December 31, 2016, whichever is earlier.

IN WITNESS WHEREOF, Tigard has, pursuant to official action of its governing body on the ____ day of _____, 2016, duly authorizing the same, caused its proper officers to execute this instrument to be signed on its behalf, and Portland has caused this instrument to be signed by its Mayor and the Commissioner-in-Charge of its Portland Water Bureau, pursuant to Portland City Code 21.28.20.

TIGARD:
City of Tigard

City of Portland

By: _____
Mayor

By: _____
Mayor

Attest: _____
City Recorder

By: _____
Commissioner-in-Charge

Date: _____

Date: _____

Approved as to Form:

Approved as to Form:

Tigard City Attorney

Portland City Attorney

Certified Pursuant to City Charter 2-509(b)
Mary Hull Caballero, Auditor